

## PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES

Procurement Quality Form

## REQUEST FOR QUOTATION

PCAF-BAC-QP01-F01 Version 6

BAC-RFQ-2024-0113

Reference Number

ate | 8/1/2024 5:00 pm

Interested bidders/suppliers are required to read carefully and follow the INSTRUCTIONS below.

- Please submit quotations to the BAC Head Secretariat at Philippine Council for Agriculture and Fisheries, 2<sup>nd</sup> Floor, PCAF Building, Dept. of Agriculture Compound, Elliptical Road, Diliman, Quezon City.
- 2. Any quotation/offer other than those required and stated in this form shall not be considered for evaluation.
- 3. Quotations must clearly specify all applicable taxes, including delivery and any other charges required by the supplier.
- 4. Always include the brand name and model of the goods being offered in the item description.
- 5. Price quotations are valid THIRTY (30) calendar days from the declaration of the winning bidder.
- 6. Availability of stocks must be guaranteed for SIXTY (60) calendar days from the date of quotation submission.
- 7. Delivery period shall be based on the date stated in the approved Purchase Order (PO).
- 8. Quotations submitted through email must bear the signature of the supplier and be addressed to the BAC Head Secretariat at <a href="mailto:bacsec@pcaf.da.gov.ph">bacsec@pcaf.da.gov.ph</a>
- 9. Awarding shall be done by (LOT)
- 10. Mode of procurement: LEASE OF VENUE
- 11. Quotations must be written clearly. Indecipherable quotations shall be automatically disregarded.
- 12. CERTIFICATE of PHILGEPS REGISTRATION, MAYOR'S/BUSINESS PERMIT, and Statement that the bidder is not biacklisted or barred from bidding must be submitted.

**Note**: Winning bidder must submit to the BAC Secretariat an Omnibus Sworn Affidavit that the bidder is not related to the HOPE by consanguinty or affinity up to the third civil degree.

Date of RFQ Posted: August 5, 2024 Deadline for Submission: August 9, 2024

PR No.: 24-07-338

Total ABC: PhP 88,000.00 End-User: PDD-CDS

| Qty       | Unit | Item Description  | A&C<br>(Must indicate both unit &<br>total price quotations) |           | BIDDER [Must indicate both unit & total price quotations) |       |
|-----------|------|---|--|-----------|---|-------|
|           |      |   | Unit Price   | Total     | Unit Price  | Total |
| Pari Pari | LOT  | MEALS AND ACCOMMODATION Php 2200/pax/day for August 22-23, 2024 @ 27 pax Php 2200/pax/day for August 23-24, 2024 @ 13 pax Inclusions. Twin-sharing room, individual bed MEALS on the 1st day (AM Snack, Managed Buffet Lunch, PM Snacks and Buffet Dinner) MEALS on the 2nd day (Buffet Breakfast, AM Snacks. Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner) MEALS on the 3rd day (Buffet Breakfast, AM Snacks) MEALS on the 3rd day (Buffet Breakfast, AM Snacks) MEALS should include two (2) main courses, vegetables, soup, dessert and one round drinks/juice during lunch and dinner Note: No Gream Dory in the menu Use of Conference room for 2 days | 88,000.00  | 88,000.00 | Unit Price  | Total |
|           |      | (could accommodate participants up to 50 pax for fish bone and/or round table set up, well-lighted, airconditioned, with good ventilation). Provision of lift or elevator when building has more than 2 floors for Senior Gitizens, and PWD use.  Provision of LCD screen, at least 2 whiteboards with markers and eraser, pads, and pen. Provision of alcohol for sanitation. Free use of electricity for laptops, LCDs, and printers.  Free use of sound system, extension cords and minimum of 3 microphones with extra batteries.   |  |           |   |       |

| Nam              | e of Company   | Name/Designation of Supplie   | ir .               | Si               | gnature        |  |  |  |  |  |
|------------------|--|---|--------------------|------------------|----------------|--|--|--|--|--|
| jurnish/deliver, | tion with your Request for<br>in conformity with the ab-<br>nase Order (PO).   | Quaration I/We have variefully read, powe-stated specifications, any/all of the | items described/1  | equired shall be | based on the d | ts I/We agree to<br>late stated in the |  |  |  |  |
| Ma am/Sir.       |  |   |                    |                  |                |  |  |  |  |  |
| 2" Floor PCAF    | & Awards Committee (BAC<br>Building, DA Compound<br>Dilimuo, Quezon City   |   |                    |                  |                |  |  |  |  |  |
|                  |  |   |                    |                  |                |  |  |  |  |  |
|                  |  |   |                    | a. Han           | person ora-    | F.                                     |  |  |  |  |
|                  |  |   |                    |                  | A T. OUIÑON    | ES                                     |  |  |  |  |
|                  | serial@umber=@con/wiPhil5295, outside the property of Secular Securation Securation Securation Securation Securation Security Secular Security Secular Security Securit |   |                    |                  |                |  |  |  |  |  |
|                  |  |   |                    | 00               | DNc on=Quino   | nes Melinda Tormes,                    |  |  |  |  |
| Please quote     | your lowest price for the h  | erein after listed good/s strictly follow                                       | ng the instruction | s above.         |                |  |  |  |  |  |
| Amount in        | words:   |   |                    |                  | A              |  |  |  |  |  |
|                  |  | 0.000   | TOTAL              | 88,000.00        |                |  |  |  |  |  |
|                  |  | usive of government tax)  |                    |                  |                |  |  |  |  |  |
|                  |  | tivities for Surigao Del Norte  |                    |                  |                |  |  |  |  |  |
|                  |  | act of consultation and   |                    |                  |                |  |  |  |  |  |
|                  | transport and near t<br>Date: August 22-2  | o clinics or hospitals<br>4, 2024   |                    |                  |                |  |  |  |  |  |
|                  |  | d and accessible by public  |                    |                  |                |  |  |  |  |  |
|                  | With standby gene  | rator   |                    |                  |                |  |  |  |  |  |
|                  | free of charge<br>Complimentary W  | I-FI connectivity   |                    |                  |                |  |  |  |  |  |
|                  | attendant in-case of<br>Free parking and a   | emergencies<br>ccess to other hotel amenities                                   |                    |                  |                |  |  |  |  |  |
|                  | Preferrably with in  | -house nurse and medical  |                    |                  |                |  |  |  |  |  |
|                  | With complimenta   | ry welcome streamer and back  |                    |                  |                |  |  |  |  |  |
|                  |  | and purified water,<br>peanuts during sessions                                  |                    |                  |                |  |  |  |  |  |
|                  | pointers   | ors and wireless presenters /   |                    |                  |                |  |  |  |  |  |
|                  |  |   |                    |                  |                |  |  |  |  |  |

Telephone No.(s)/Email Address

Address of Company/Firm



Tax Identification Number