



**PHILIPPINE COUNCIL FOR
AGRICULTURE AND FISHERIES**

**Procurement
Quality Form**

REQUEST FOR QUOTATION

PCAF-BAC-QP01-F01
Version 8

BAC-RFQ-2025-139

Reference Number

Date: 9/23/2025 10:00 am

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

1. Please submit quotation to the **BAC Head Secretariat** at Philippine Council for Agriculture and Fisheries, 2nd 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. Quotation 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, if applicable.
5. If the specification includes performance parameters for the goods/services, bidders must indicate **"Comply" in the "Bidder" column** opposite each individual parameter in the specification on **"Item Description"** column. Please refer to the example below.
6. Price quotation is valid THIRTY (30) calendar days from the declaration of the winning bidder.
7. Availability of stocks must be guaranteed for SIXTY (60) calendar days from the date of quotation submission.
8. Delivery period shall be based on the date stated in the approved Purchase Order (PO).
9. Quotation submitted through email must bear the signature of the supplier and be addressed to the BAC Head Secretariat at bacsec@pcaf.da.gov.ph
10. Awarding shall be done by (LOT).
11. Mode of procurement: SMALL VALUE
12. Quotation must be written clearly. Indecipherable quotation shall be automatically disregarded.
13. **CERTIFICATE of PHILGEPS REGISTRATION and MAYOR'S/BUSINESS PERMIT** must be submitted. The BAC Secretariat shall check if the **bidder is not blacklisted or barred from bidding**.

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

Date of RFQ Posted: **September 23, 2025**

Deadline for Submission: **September 26, 2025**

PR No.: **25-09-415**

Total ABC: PhP **145,570.33**

End-User: **AFMD-MS**

Qty	Unit	Item Description	ABC (Must indicate both unit & total price quotations)		BIDDER (Must indicate both unit & total price quotations)	
			Unit Price	Total	Unit Price	Total
1	LOT	Recertification Audit of the PCAF QMS (ISO 9001:2015 Standard) - 1st Surveillance Audit Services: -Document Review/Assessment -Preparation of Audit Plan -6 man-days -Preparation of Audit Report -Processing of Certificate Price shall include 12% VAT -The Certification Body (CB) must be accredited both by the Philippine Accreditation Bureau (PAB) and an international accreditation body -The Certification Body (CB) must have successfully completed a minimum of ten (10) ISO 9001:2015 certifications for various organizations, businesses, or entities. Of these, at least five (5) certifications must have been successfully issued for any branch of the Philippine Government. The CB is required to submit a list of completed contracts based on this requirement along with respective certificates of satisfactory performance. -Submit the auditor's profile highlighting that each member including the team leader must have conducted at least two (2) similar projects for any branch of the Philippine Government Please see attached Terms of Reference for details of specifications and minimum qualifications of the Certifying Body Scope: Participatory Planning, Monitoring, Policy Making in Agriculture and Fishery Sectors Including Related Support Services		145,570.33		



	Date of Surveillance Audit: October 27, 2025 <i>Purpose: ISO 9001:2015 Surveillance Audit of the PCAF Quality Management System</i> TOTAL (inclusive of government tax) ***** Nothing follows *****				
		TOTAL	145,570.33		

Amount in words:

Note: The "Comply" comment indicates that the bidder MUST meet the minimum required specifications specified in the "Item Description". Please quote your lowest price for the herein after listed good/s strictly following the instructions above.


FLORELIZ P. AVELLANA
 Chairperson, BAC

*The PCAF Bids & Awards Committee (BAC)
 2nd Floor, PCAF Building, DA Compound,
 Elliptical Road, Diliman, Quezon City*

Ma'am/Sir:

In connection with your Request for Quotation, I/We have carefully read, fully understood your instructions and requirements. I/We agree to furnish/deliver, in conformity with the above-stated specifications, any/all of the items described/required shall be based on the date stated in the approved Purchase Order (PO).

Name of Company	Name/Designation of Supplier	Signature
Address of Company/Firm	Telephone No.(s)/Email Address	Tax Identification Number

