



Republic of the Philippines
 Department of Agriculture
BUREAU OF FISHERIES AND AQUATIC RESOURCES
REGIONAL OFFICE NO. 02
BIDS AND AWARDS COMMITTEE (BAC) OFFICE
 Regional Government Center, Carig Sur, Tuguegarao City
 Tel. No.: (078) 396-9774
 E-mail: bfarro2_bac15@yahoo.com.ph or bfar_ro2@bfar.da.gov.ph

REQUEST FOR QUOTATION
PROCUREMENT MODE:
(ALTERNATIVE MODE OF PROCUREMENT)
SHOPPING (B)


 Company Name

 Complete Company Address

RFQ No.: BAC pd4-029
 Date: 02/13/2024
 PR No.: 24-252
 ABC: 94,619.00

To whom it may concern:

Please quote your lowest price/s on the lot or item/s below, subject to the General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative within five (5) government working days from receipt hereof.

Very truly yours,

EMERSON S. TATTAO, JR.
BAC VICE CHAIRMAN

CANVASSER'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the Bureau of Fisheries and Aquatic Resources Regional Office No. 02

 (Printed Name above Signature)
AUTHORIZED CANVASSER

PLEASE QUOTE BY: PER ITEM/PER LOT

NO.	ITEM DESCRIPTION (ITEM NAME & TECHNICAL SPECIFICATIONS)	QTY.	UNIT	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
				UNIT PRICE	TOTAL PRICE	
	Ballpen, Black, 0.5mm Needle Point	200	piece			
	Ballpen, Blue, 0.5mm Needle Point	200	piece			
	Broom, Stick (Ting-Ting), Thick	12	piece			
	Broom, Soft (Tambo), thick tiger grass	12	piece			
	Calculator, Desktop Type, Compact	12	piece			
	Clear Book, Legal Size	5	piece			
	Cutter Blade	12	tube			
	Cutter, Heavy Duty	12	piece			
	Data File Box, Blue	12	piece			
	Data Folder, Legal Size, Voucher Type, Blue	150	piece			
	Doormat, Cloth, rectangle	80	piece			
	Envelope, Expanding Legal	300	piece			
	Eraser, Rubber Soft, Small	10	piece			
	Eraser, Felt, for Blackboard/Whiteboard	12	piece			
	Fastener, Metal, Small	12	box			
	Fastener, small, plastic	12	box			
	Folder, Sliding, Transparent, A4	12	piece			
	Folder, Press Board, Blue	300	piece			
	Glue, Multipurpose, 160g	6	bottle			
	Instant Glue	30	piece			
	Multi-Award: Evaluation of the Bid will be based on per unit/line items					
	PAGE 1 OF 2					
	TOTAL					

GENERAL CONDITION:

- All entries must be written clear and legible;
- Bidders must submit necessary Eligibility Documents:**
 - Mayors Permit
 - Philgeps Registration Certificate/Number
 - PCAB License (INFRA only)
 - NFCC (Emergency case Section 53.1) (for ABC above 500K) (INFRA only)
 - Income Business Tax Return (for ABC Above 500K)
 - Omnibus Sworn Statement (for ABC Above 50K) (NP-SVP only)
- Place this RFQ in a sealed envelope and type the following details on the face of the envelope: Company Name, Address, RFQ Number
- Delivery period must be based on the Delivery Term stated below and upon receipt of the Notice of Award/Purchase Order (pls. Indicate days of delivery in the Bidder's Certification Box);
- Item/s delivered must have warranties for unit replacements, parts, labor or other services;
- Price validity shall be for a period of three (3) months;
- Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
- Transactions with BFAR shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of payment;
- Payment will be made through direct credits to the bank accounts of the payee (preferably LBP Account).

SUPPLIER/CONTRACTOR/CONSULTANT'S

Date: _____

After having carefully read and accepted your General Conditions, I/we quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in number of days i/we indicated below, from receipt of the Notice of Award or Purchase Order.

DELIVERY/CONTRACT PERIOD: _____ Calendar Days

 Printed Name & Signature of Authorized Representative

 Individual (Prop./)Company Tel./Fax/Mobile No.

 Philgeps Registration No.

 Individual (Prop./)Company Tax Identification No. (TIN)

End User: **MICHELLE GINES**
 Procuring Unit: **SPU**

Place of Delivery: **BFAR RO2**
 Delivery Term: **15 CALENDAR DAYS**

