



REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT  
**FERTILIZER AND PESTICIDE AUTHORITY**

FPA Bldg., BAI Compound, Visayas Ave., Diliman, Quezon City P.O. Box 2582  
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March 7, 2017

Solicitation No.: **RFQ-2017-03-001**

**REQUEST FOR QUOTATION**

The Fertilizer and Pesticide Authority, through its Bids and Awards Committee (BAC), invites interested parties for the:

**FULL COORDINATION OF GENDER SENSITIVITY WORKSHOP  
AND FPA TEAM BUILDING**

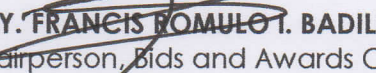
Approved Budget for the Contract (ABC): **PhP 616,000.00**

**Technical Specifications:**

- 1) Gender sensitivity workshop shall discuss core concepts of gender sensitivity and how participants can integrate it in their workplace policies and activities for the organization to become open to more opportunities for each personnel and their career growth.
- 2) The workshop to be conducted must comprise both indoor and outdoor activities which involve integration of class discussions, inspiring videos, and mini-activities that will ensure important points are retained and will be applied by FPA employees.
- 3) The service provider must provide the following:
  - a) Workshop venue preferably in Batangas
  - b) Full board meals (AM & PM snacks, breakfast, lunch and dinner) for one hundred fifty four (154) participants from **April 20-21, 2017**
  - c) Accommodation for one hundred fifty four (154) participants from **April 20-21, 2017**
  - d) Resource speaker and facilitator(s)
  - e) T-shirts
  - f) Training Certificates
  - g) Prizes and Awards
- 4) Resource speaker coming from the service provider must be accredited/ recognized by the Philippine Commission on Women (PCW).

**Terms and Conditions:**

1. Quotations received in excess of the ABC shall be automatically rejected during its Opening.
2. Quoted prices shall have a validity period of **thirty (30) days** from the date of the submission of quotation.
3. All quotations must be submitted to the FPA-BAC Secretariat, through **Mr. Angelo S. Bugarin** or **Ms. Alma G. Escasura**. Deadline of submission of quotations is on **March 15, 2017, 5:00 pm**.
4. Suppliers must submit the copy of their **PhilGEPS Registration Certificate, Mayor's Permit, Annual Business Tax Return and Omnibus Sworn Statement** to the FPA-BAC together with their quotation.
5. All quoted items must be VAT inclusive.
6. Interested suppliers may obtain further information from the BAC Secretariat at the above address or at **920-8573** and **920-8447** during office hours (8:00 am – 5:00 pm) or through e-mail at [fpa.bac@gmail.com](mailto:fpa.bac@gmail.com).
7. Suppliers must preferably have a Landbank Account relative to the adoption of checkless payment or Direct Payment Scheme. In case other commercial bank account will be used, it will be subjected to the corresponding charges debited from payment transaction.
8. FPA-BAC reserves the right to accept or reject any quotation, annul the procurement process and reject all quotations at any time prior to the Award of Purchase Order without hereby incurring any liability to the affected suppliers.

  
**ATTY. FRANCIS ROMULO T. BADILLA, JR.**  
Chairperson, Bids and Awards Committee