



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
FERTILIZER AND PESTICIDE AUTHORITY
FPA Bldg. B.A.I. Compound, Visayas Ave., Diliman, Quezon City
Tel. Nos. 920-8173*920-8573*922-3368*441-1601
Email : fpacentral77@gmail.com Website: <http://fpa.da.gov.ph>

October 8, 2018

Solicitation No.: RFQ-2018-10-02

REQUEST FOR QUOTATION

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

Catering Services for the Seminar on Records Management (Part 2) Approved Budget for the Contract: PhP 132,000.00

Specifications:

Please see attached specifications.

Terms and Conditions:

1. Quotations received in excess of the ABC shall be automatically rejected at the opening of all submitted quotations.
2. Quoted prices shall have the validity period of **thirty (30) days** from the date of submission of quotation.
3. Suppliers must submit a duly accomplished and signed Price Quotation, together with **PhilGEPS Registry Number, Mayor's Permit, Annual Business Tax Return and Omnibus Sworn Statement** to the FPA-BAC.
4. All quotations must be submitted to the FPA-BAC at the 3rd Floor, FPA Bldg. Deadline of submission of quotations is on **October 12, 2018, 5:00 pm**.
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 or 920-8449 during office hours (8:00 am - 5:00 pm) or through e-mail at 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.

(Sgd.) JULIETA B. LANSANGAN
Chair, Bids and Awards Committee