



**REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
FERTILIZER AND PESTICIDE AUTHORITY**

FPA Bldg. B.A.I. Compound Visayas Ave. Diliman, Quezon City P.O. Box 2582, Q.C.
Tel. Nos. 920-8173*920-8573*922-3368-441-1601
E-mail add: fpacentral77@gmail.com_ Website: <http://fpa.da.gov.ph>

October 4, 2019

Solicitation No.: **RFQ2019-10-01**

REQUEST FOR QUOTATION

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

Catering Services for the Training on Pesticide Poisoning Handling, Control and Management

Approved Budget for the Contract (ABC): **Php 270,000.00**

Specifications

1. Please see attached menu and number of persons.
2. Inclusions:
 - Free flowing hot brewed coffee/ hot chocolate/tea and water
 - Ingress and egress
 - Buffet table with complete set-up and menu tags
 - Rectangular tables with cloth cover and centerpiece
 - Monoblock chairs with seat cover
 - Use of catering equipment, plates, utensils etc.
 - Uniformed waiters/ waitresses with one assigned coordinator (one (1) waiter/waitress per thirty (30) guests)

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. Suppliers must submit their duly accomplished and signed Price Quotation, together with valid **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 Secretariat through **Mr. Angelo S. Bugarin, Ms. Mirasol O. Bacarisas and Mr. Joshua P. Bumacod**. Deadline of submission of quotations is on **October 11, 2019, 10:00 a.m.**
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.) ANTONIO G. CRUZ, JR.
Chair, Bids and Awards Committee