



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
FERTILIZER AND PESTICIDE AUTHORITY

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November 12, 2019

Solicitation No.: **RFQ20-2019-11-03**

REQUEST FOR QUOTATION

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

Supply and Delivery of Purified Drinking Water for FY 2020

Approved Budget for the Contract (ABC): **PhP 104,000.00**

Unit	Item Description	Quantity
container	Purified Drinking Water	2,600 bottles

SUPPLIER'S OBLIGATIONS

The supplier shall

- a) deliver clean, safe and healthy drinking water to the FPA Central Office
- b) deliver a total of 2,600 bottles containing five (5) gallons of purified water for one (1) year. Delivery must be done on a twice a week basis, or as may be required by FPA. The supplier will be notified by FPA ahead of time in occasions where additional drinking water is needed.
- c) ensure the delivery of purified drinking water in a well-cleaned 5 gallon-bottle at all times
- d) provide the FPA with free use of six (6) units of hot and cold water dispensers.
- e) conduct a monthly maintenance cleaning of the dispensers and replace defective dispenser without additional cost to the FPA.
- f) provide technical services with immediate response time as much as possible within the day requested by FPA whenever there is unit breakdown. Such technical services by the supplier shall be free of charge.
- g) furnish FPA with certified true copies of the latest laboratory (physical, chemical and microbiological) test results of water sample quarterly.

TERMS AND CONDITIONS

1. Quotations received in excess of the ABC shall be automatically rejected during its opening.
2. The award of the Purchase Order will be done within January 2020. Thus, quoted price must be valid until January 31, 2020.
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. Wilbert Newton T. Pollisco**. Deadline of submission of quotations is on **November 18, 2019, 5:00 p.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 **8-920-8573** or **8-927-3647** during office hours (8:00 am – 5:00 pm) or through electronic mail at this address: 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.) DIGNA M. DE LEON
Chairperson, Bids and Awards Committee