



Republic of the Philippines  
Department of Agriculture  
**NATIONAL FISHERIES RESEARCH AND DEVELOPMENT INSTITUTE**  
**FISHERIES COASTAL RESILIENCY (FishCoRe) Project**



**Request for Quotation (RFQ)**  
**World Bank (WB)**

Date: September 30, 2024  
Solicitation No.: RFQ-WB-045  
PRAS No.: PRAS-09-066

Sir/Madam:

The Government of the Republic of the Philippines has received a loan/grant from the World Bank towards the cost of the Philippine Fisheries and Coastal Resiliency (FishCoRe) project, and it intends to apply part of the proceeds of this loan to payment for the cost of the **Procurement of ase of venue, provision of food and accommodation for the Workshop on ABTI**


The National Fisheries Research and Development Institute - FishCoRe project, invites quotations for the goods described in Annex A. Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods described in Annex A. Also, furnish us with descriptive brochures, catalogues, and literatures.

Award shall be made on: [ ] item [✓] per lot [ ] per package. Award shall be made to the lowest evaluated quotation that complies with the minimum technical specifications and other terms and conditions stated herein.

Please accomplish and submit this form together with Annex A to the Office of the NFRDI-BAC at the Room 512, 5th Floor, Corporate 101 Bldg., Mo. Ignacia Ave., South Triangle, Quezon City or email at [nfrdi.fishcoreproc@gmail.com](mailto:nfrdi.fishcoreproc@gmail.com) on or before **October 9, 2024 at 5:00PM**.

For clarifications, you may contact NFRDI-BAC at [nfrdi.fishcoreproc@gmail.com](mailto:nfrdi.fishcoreproc@gmail.com) and telephone no. 8372-9564.

Very truly yours,

  
**MARIA THERESA M. MUTIA**  
Chairperson, Bids and Awards Committee

**PHILGEPS POSTED**

Date: September 30, 2024

**Terms and Conditions:**

- Specifications here in provided are the minimum requirements of the NFRDI-FishCoRe. Hence a bidder must not offer lower specifications than required.
- Bidders/Suppliers may submit alternate offer provided that the NFRDI-BAC official canvass form shall be filled out with the offered brand/model (if applicable), unit price, and total price, signed properly, and attached together with the Bidder's/Supplier's own canvass form.
- For those who will submit in a sealed envelope, must put the following details on the face of the envelope:  
**TO: NFRDI-Bids and Awards Committee**  
Room 512, 5th Floor, Corporate 101 Bldg., Mo. Ignacia Ave., South Triangle, Quezon City  
\* Project Name  
\* Your Company Name  
\* Company Address & Contact no.  
\* Request for Quotation No.  
\* Date & Time of Deadline
- Quotation validity shall not be less than: **Thirty (30) days**
- Terms of Delivery: **2nd week of November 2024**
- Place of Delivery: **within Quezon City**
- Terms of Payment: **within Thirty (30) days upon completion of delivery and submission of supporting documents**
- Liquidated Damages/Penalty: **(1/10) of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between unit cost and total cost, unit cost shall prevail
- Mandatory Requirements for above Ph50,000.00 Estimated Project Cost (EPC):
  - Business/Mayor's Permit
  - BIR Certificate of Registration
  - PhilGEPS Certificate of Registration/Printable PhilGEPS Membership Account with PhilGEPS Registration No.
- Notarized Affidavit of Undertaking (Download here: <https://bit.ly/NAoU2>)

Failure to attach mandatory requirements shall result to automatic disqualification of proposal

Note:

The following documentary requirements shall be required prior to payment:

Tax Clearance & Income Tax Return (ITR) or Certificate of No. Tax Liability in lieu of the ITR

PhilGEPS Posted  
Canvasser

Registered Name of Company: \_\_\_\_\_

Tax Identification No.: \_\_\_\_\_

Company Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_



**ANNEX A**

Item /Lot /Package	Qty	Unit	Purchaser's Specifications	Unit Cost	Total Cost	Bidder's Specifications <i>(Specify the brand and model, and indicate in each row of the specifications whether "comply" or "not comply" including the value / number of the specifications of the offered product)</i>	Unit Cost	Total Cost
1	1	lot	<b>Lease of venue, provision of food, and accomodation for the conduct of workshop on ABTI for the implementation of FishCoRe - MARLIN; Sub-component 2.2: Aquaculture Fisheries and Enterprise Development</b>	630,000.00	630,000.00			
			No. of pax: 50					
			No of days: 3					
			Food:					
			1. Managed buffet for breakfast, lunch, and dinner (soup, rice, beef, chicken, vegetables, fresh fruits/dessert, and juice)					
			2. AM and PM snacks (pasta/noodles, sandwich/"kakanin", and drinks)					
			Inclusive of overflowing coffee					
			Meal Schedule:					
			Breakfast: 6:00 AM - 8:00 AM					
			Morning Break: 10:00-10:30 AM					
			Lunch Break: 12:00 NN - 1:00 PM					
			Afternoon Break: 3:00 PM - 3:30 PM					
			Dinner: 6:00 PM - 8:00 PM					
			Accomodation:					
			1. Twin sharing room (all single beds) * 25 rooms (2 pax/room)					
			----- Page 1 of 2 -----					

			Venue/Function Hall:				
			1. Banquet set-up for 50 pax				
			2. 12-hour use of function hall per day				
			3. Power supply and extension wires for laptops				
			4. High-speed functional Wi-Fi				
			5. Conference equipment and materials (LCD, wide screen, markers, flipcharts, laser presenters, etc.)				
			6. Audio-visual and microphones				
			7. Parking area for atleast ten (10) vehicles				
			Workshop Venue: within Quezon City, Philippines				
			Tentative Date: 2nd week of November 2024				
			Food menu, venue and other arrangements will be coordinated and finalized upon issuance of Purchase Order (PO)				
			<b>Total Estimated Project Cost</b>			<b>630,000.00</b>	

**END-USER:** COMPONENT : MARLIN 2.2

**PURPOSE:** Workshop on ABTI for the implementation of Philippine Fisheries and Coastal Resilience (FishCoRe) Project: Modern and Resilient Livelihood Investments (MARLIN) - Component 2.2 Aquaculture and Fisheries Enterprise Development

**IMPORTANT:** The Supplier/Bidder have carefully read and fully understood the terms and conditions, minimum requirements and agree to furnish and/or deliver in conformity with specifications any or said described above within the delivery period from receipt of Purchase Order.

The winning bidder MUST SIGN the original copy of Purchase Order at the NFRDI-BAC at the Room 512, 5th Floor, Corporate 101 Bldg., Mo. Ignacia Ave., South Triangle, Quezon City.

  
**EUNICE C. BOGNOT**  
 Signature over printed name  
 Procurement Officer

**Name and signature of authorized representative:** \_\_\_\_\_  
**Date Accomplished:** \_\_\_\_\_  
**Registered Name of Company:** \_\_\_\_\_

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

AF F I D A V I T O F U N D E R T A K I N G

I, \_\_\_\_\_ [Name of Affiant], of legal age, \_\_\_\_\_ [Civil Status],  
\_\_\_\_\_ [Nationality], and residing at \_\_\_\_\_ [Address of Affiant],  
after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

*If a sole proprietorship:* I am the sole proprietor or authorized representative of \_\_\_\_\_ [Name of Bidder] with office address at \_\_\_\_\_ [address of Bidder];

*If a partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of \_\_\_\_\_ [Name of Bidder] with office address at \_\_\_\_\_ [address of Bidder];

2. **Select one, delete the other:**

*If a sole proprietorship:* As the owner and sole proprietor, or authorized representative of \_\_\_\_\_ [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing Purchase Order/Contract for

[Title of the Procurement Requirement] of the **National Fisheries Research and Development Institute - Fisheries and Coastal Resiliency project (FishCoRe)**, as shown in the attached duly notarized Special Power of Attorney;

*If a partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for \_\_\_\_\_ [Name of the Project] of the **National Fisheries Research and Development Institute - Fisheries and Coastal Resiliency project (FishCoRe)**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. \_\_\_\_\_ [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. \_\_\_\_\_ [Name of Bidder] is up to date with its filing requirements, has paid all fees and penalties due and payable under the provisions of the law;
5. \_\_\_\_\_ [Name of Bidder] is in continuous unbroken existence since its company registration, and no action is currently being taken by the (DTI/SEC/CDA) to strike the company off the register or to dissolve it as defunct;
6. As far as the (DTI/SEC/CDA) is aware, the company is not in liquidation or subject to an administration order, no receiver or manager of the company's property has been appointed;
7. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

8. \_\_\_\_\_ *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
9. \_\_\_\_\_ *[Name of Bidder]* complies with existing labor laws and standards; and
10. \_\_\_\_\_ *[Name of Bidder]* is aware of the following responsibilities as a Bidder:
  - a) Carefully examined all of the Request for Quotation and Technical Specifications;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Purchase Order/Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the

*[Title of the Procurement Requirement].*

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_ *[month]* \_\_\_\_\_ *[year]* at \_\_\_\_\_ *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her \_\_\_\_\_ *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_ and \_\_\_\_\_ his/her Community Tax Certificate No. \_ issued on \_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of \_\_\_\_\_ *[month]* \_\_\_\_\_ *[year]*.

NAME OF NOTARY PUBLIC  
 Serial No. of Commission \_\_\_\_\_  
 Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
 Roll of Attorneys No. \_\_\_\_\_  
 PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*  
 IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

Doc. No. \_ Page  
 No. \_ Book No.  
 Series of \_