



Republic of the Philippines  
Department of Agriculture  
**PHILIPPINE RURAL DEVELOPMENT PROJECT**  
National Project Coordination Office  
4<sup>th</sup> Floor, DA Building, Elliptical Road, Diliman  
Quezon City 1100, Philippines

## Annex 4

Date: Jan. 16, 2021

### REQUEST FOR QUOTATION SHOPPING (GOODS)

The Government of the Republic of the Philippines has received a loan from the World Bank towards the cost of the Philippine Rural Development Project (PRDP) and it intends to apply part of the proceeds of this loan to payment for the cost of:

(Name of contract): **SUPPLY OF LABOR AND MATERIALS WITH TEST RUN OF 25 KVA TRANSFORMER INCLUDING MATERIALS AND PEDESTAL.**

#### INSTRUCTIONS:

1. Bidders are required to read the instructions and fill all the blanks properly.
2. Prospective Bidders/Suppliers may submit their own canvass form in accomplishing their bid proposals/quotations subject to the condition that the **official canvass form shall be filled up (with the offered brand, unit price and total price), signed properly and attached together with the Bidder's/Supplier's own canvass form.** (Please write legibly)
3. Any specifications other than those required/stated in this form shall not be considered in the evaluation of bids.
4. Quotation/s must include all kinds of taxes for the item(s)/services listed hereunder, including delivery charges.
5. Always indicate the brand name/model of the offered item(s) or product(s).
6. Price quotation(s) submitted shall be valid THIRTY (30) days from the deadline of submission of quotations.
7. Terms of Payment within – Thirty (30) days from delivery of item/s.
8. Quotation(s) / Proposal(s) shall be submitted to the Office of the BAC Secretariat, at the (address) **PGSO Bldg. Capitol, Alibagu, City of Ilagan.**
9. (Note: The LGU may select: (1) "Only sealed canvass shall be accepted" or (2) "Canvass can be submitted by letter, facsimile or by electronic means.")
10. Note to LGU: If option 1 is chosen then this instruction shall be required "The bidder is required to affix his/her signature, across the flap of the sealed envelope."
11. Awarding shall be made on per: [ ] item [ ] lot [ ] package. Award shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
12. **DEADLINE FOR SUBMISSION OF BIDS: January 22, 2021**
13. **Validity of stocks: 30 days**
14. **Delivery Period: Sixty (60) days upon receipt of approved Purchase Order / Work Order.**

*Note: PhilGEPS certificate and other documents should be solicited as requirement for awarding of contract*

Solicitation no. \_\_\_\_\_

