



COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines
http://www.cda.gov.ph helpdesk@cda.gov.ph CDA @CDAPHil PH Cooperatives



REQUEST FOR QUOTATION

Date: August 9, 2023
RFQ No.: 2023-145

Name of Company: _____
Address: _____
Business Permit No.: _____
TIN: _____

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than _____.


RAY R. ELEVAZO, CESE, MNSA
Chairman, Bids & Awards Committee

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract	PRICE			OFFER		REMARKS
			QTY	Unit Price	Total Price	Compliance with Technical Specifications (please check)		
						Yes	No	
PURPOSE: Hiring of Resource person/traning Provider for the conduct of the Training entitled "Training of Coconut Farmer Cooperative (CFCs) on Operations and Management of Coconut Processing Plant (In reference to CFIDP Chapter 6.2)		P65,000.00						
Training Provider/Service Hiring of RESOURCE PERSON for the conduct of an activity entitled "Training for Coconut Farmer Cooperatives (CFCs) on Operation and Management of Coconut Processing Plant (in reference CFIDP Chapter 6.2) For the target cooperatives, the service provider/resource person to deliver the following: a. Lectures b. Provision of training resources/reference materials; c. Workshops - Topics must include the following, within the program duration in September 2023 (3 days) A. Training on Plant Management 1. Operation and Physical Plant Management 2. Warehousing Management 3. Transportation & Maintenance Management 4. Inventory Management 5. Sales & Marketing 6. Value Chain and Management - The training provider/speakers must engage into face-to-face mode of training - The training will have the following schedule: - Day 1 - half day - Day 2 - Whole day - Day 2 - Whole day - Venue for the activity is in Region IX - The travel costs is to be shouldered by the provider. Except during travel time, food and hotel accommodation for the whole program duration will be shouldered by CDA - That in consideration of the services rendered by the Training Provider, the CDA shall pay the total amount within thirty (30) days after the conduct of the face-to-face training. *****nothing follows***** Delivery: Thirty working (30) days	1 lot							

Note: *Quoted price/s must be VAT inclusive.
*Supplier must have a Land Bank of the Phil. Account.
*Supplier must submit a sealed quotation.
*Sealed quotation must be submitted together with the following requirements:
Company Profile, DTI/SEC Registration, Business/Mayor's Permit, BIR Registration, and PhilGEPS Certificate of Membership

Signature over Printed Name

Contact Numbers (Landline and/or
Cellphone Nos.)/E-mail address

Canvasser

TERMS AND CONDITIONS

Bidders shall provide correct and accurate information required in this form.

Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of submission.

Price quotations, to be denominated in Philippine peso shall include all taxes.

Quotations exceeding the Approved Budget for the Contract shall be rejected.

Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.

The items shall be delivered within _____ working days from receipt of Purchase/Job Order.

The CDA-CO shall have the right to inspect and/or to test the goods

Submit your sealed quotation by mail or through your messenger addressed to the Cooperative Development Authority,
827 Aurora Blvd., Brgy. Immaculate Concepcion, Quezon City.

1. The Cooperative Development Authority reserves the right to accept or reject any or all quotations, waive any informality or technically therein and award to any firm whose proposal is deemed most advantageous to the government.