



**REQUEST FOR QUOTATION**  
**(NEGOTIATED PROCUREMENT – SAGIP SAKA ACT RA 11321)**

Title of Procurement Activity: SUPPLY AND DELIVERY OF RICE FOR DISTRIBUTION TO IDENTIFIED BENEFICIARIES

Approved Budget of the Contract (ABC): 5,179,475.00

Source of Fund: LGSF-GEF 2026

**Sir/Madam:**

Please quote your best quotation for the item/s listed herein, subject to the Terms and Conditions provided. Submit your proposal duly signed by you or your duly authorized representative not later than \_\_\_\_\_.

Item No.	Qty.	Unit	Description	Brand	Unit Price	Total Amount
1	1,741	SACK	RICE, 50 KILOS PER SACK, GOOD QUALITY, WELL-MILLED			
			NOTE:			
			DELIVERY OF RICE MUST BE 435.25 SACKS EVERY MONTH FOR FOUR MONTHS			
			PAYMENT SHALL BE MADE PER DELIVERY			
			*****NOTHING FOLLOWS*****			
Grand Total						

**TERMS AND CONDITIONS:**

- 1. Delivery Term:** FOB Shipping Point
- 2. Place of Delivery:** Municipality Hall of Burgos - Brgy. New Poblacion, Burgos, La Union
- 3. Delivery Period:** Within seven (7) calendar days from receipt of Purchase Order (PO)/Notice to Proceed (NTP)



**DOCUMENTARY REQUIREMENTS:**

1. Duly accomplished Proposal Form (prescribed template is attached)
2. FFEDIS Certificate of Registration or proof of registration or accreditation in RSBSA or any DA-approved registry or accreditation system; and

**ELIGIBILITY CRITERIA:**

**A.** Must be registered in the Farmers and Fisherfolk Enterprise Development Information System (FFEDIS); or, if not registered in the FFEDIS, registered or accredited in any of the following:

- CSO Accreditation (Civil Society Organization)
- RSBSA Registration (Farmers)
- FishR Registration (Fisherfolk)
- NCFRS Registration (Coconut Farmers)
- Any other DA-approved registry/accreditation.

**B.** Must have the capacity to timely deliver the required quantity and quality

**SCHEDULE OF REQUIREMENTS:**

PROCUREMENT ACTIVITY	DATE	TIME	VENUE
Availability of Proposal Forms	April 30, 2026 to May 4, 2026 (working days only)	8:00 am to 9:00 am on May 4, 2026	BAC/LIGA Office, 2/F Municipal Building, Burgos, La Union
Deadline for Submission of Proposals and Eligibility Requirements	May 4, 2026	9:00 AM	BAC/LIGA Office, 2/F Municipal Building, Burgos, La Union
Opening of Proposals and Eligibility Requirements	May 4, 2026	9:00 AM	2/F Municipal Conference Hall, Burgos, La Union

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Owner/Authorized Representative:

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Date

*[letterhead of FFCEs, if available]*

### Proposal Form

[Date]

Delfin C. Comedis, Jr.  
Municipal Mayor  
Municipality of Burgos, La Union

Dear Mr. Comedis:

This pertains to the procurement opportunity with project title, **SUPPLY AND DELIVERY OF RICE FOR DISTRIBUTION TO IDENTIFIED BENEFICIARIES** posted on:

- Farmers and Fisherfolk Enterprise Development Information System (FFEDIS);
- Official Website;
- Philippine Government Electronic Procurement System (PhilGEPS);
- Social Media: \_\_\_\_\_
- Others: \_\_\_\_\_

We are pleased to present this proposal to supply agricultural or fishery products for the implementation of **RICE WITH A CUSTOM-PRICED RICE SACK** with a total amount of **[price amount]**.

A breakdown of the agricultural/fishery products are indicated below:

Particulars	Quantity	Unit of Measure	Unit Price	Total Amount
RICE, 50 KILOS PER SACK, GOOD QUALITY, WELL-MILLED, DOUBLE STITCHED	1,741	SACK		
<b>GRAND TOTAL:</b>				

We look forward to the opportunity to work with you and provide high-quality products that meet your standards and needs.

Thank you.

Respectfully yours,

[Signature]

[Name of FFCE]

[Address]

[Contact Number]

## Omnibus Sworn Statement Form

**[Note: The duly accomplished form shall be submitted with the Proposal]**

### OMNIBUS SWORN STATEMENT

I, \_\_\_\_\_ of legal age, \_\_\_\_\_, \_\_\_\_\_, and  
Name of Affiant Civil Status Nationality  
 with residence at \_\_\_\_\_, do hereby depose and state that:  
Address of Affiant

1. I am \_\_\_\_\_ or *authorized representative* of \_\_\_\_\_,  
Name of FFCE Name of FFCE  
 with office address at \_\_\_\_\_;  
Address of FFCE
  
2.  As the owner and sole proprietor or authorized representative of \_\_\_\_\_ as  
Name of FFCE  
 supported by the attached duly notarized Special Power of Attorney, I have full power and  
 authority to do, execute, and perform any and all acts necessary to participate, submit  
 proposals, and to sign and execute the ensuing contract for \_\_\_\_\_ of the  
Project Title  
 \_\_\_\_\_;  
Name of Procuring Entity  
 As the authorized representative of the partnership, corporation, or cooperative, duly  
 registered as \_\_\_\_\_, I am granted full power and authority to do,  
Name of FFCE  
 execute, and perform any and all acts necessary to participate, propose, and to sign and  
 execute the ensuing contract for \_\_\_\_\_ of the \_\_\_\_\_,  
Project Title Name of FFCE  
 as supported by the attached duly notarized Special Power of Attorney, Board/Partnership  
 Resolution, or Secretary's Certificate, whichever is applicable;
  
3. \_\_\_\_\_ is not "blacklisted" or otherwise prohibited from submitting  
Name of FFCE  
 proposals for the purpose of entering into government contracts by the Government of the  
 Philippines or any of its agencies, offices, corporations, or Local Government Units,  
 foreign governments, or foreign or international financing institutions whose blacklisting  
 rules have been recognized by the Government Procurement Policy Board; by itself or by  
 relation, membership, association, affiliation, or controlling interest with another blacklisted  
 person or entity;
  
4. Each of the documents submitted in satisfaction of the requirements is an authentic copy  
 of the original, complete, and all statements and information provided therein are true and  
 correct;
  
5. \_\_\_\_\_ is authorizing the Head of the Procuring Entity (HoPE) or  
Name of FFCE  
 its duly authorized representative(s) to verify all the documents submitted;
  
6.  **If sole proprietorship:** The \_\_\_\_\_ and its spouse are not related  
Name of FFCE  
 by consanguinity or affinity up to the third civil degree to the HoPE, Procurement Agent (if  
 engaged), or the End-User or Implementing Unit, project consultants, head of the Project  
 Management Office, or the members of the Bids and Awards Committee (BAC), the  
 Technical Working Group, and the BAC Secretariat;  
 **If Partnership:** The partnership itself and the partners of \_\_\_\_\_ are not  
Name of FFCE  
 related by consanguinity or affinity up to the third civil degree to the HoPE, Procurement  
 Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of  
 the Project Management Office, or the members of the Bids and Awards Committee  
 (BAC), the Technical Working Group, and the BAC Secretariat;

**If Cooperative:** The cooperative itself and members of the board of directors, general manager, or chief executive officer of \_\_\_\_\_ are not related by consanguinity

*Name of FFCE*

or affinity up to the third civil degree to the HoPE (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

**If Corporation:** The corporation, and officers, directors, controlling stockholders and beneficial owners of \_\_\_\_\_ are not related by consanguinity or affinity up

*Name of FFCE*

to the third civil degree to the HoPE, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the HoPE, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the IRR of RA No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

8. **[If Corporation:]** \_\_\_\_\_ declares its beneficial ownership consistent

*Name of FFCE*

with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the Securities and Exchange Commission (SEC) in accordance with its annual reportorial requirements.

9. \_\_\_\_\_ did not give or pay directly or indirectly, any commission, amount,

*Name of FFCE*

fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. \_\_\_\_\_ have the necessary capacity to timely deliver the agricultural

*Name of FFCE*

and fishery products required under the Procurement Project, in accordance with the specifications, quality standards, and quantities determined by the Procuring Entity.

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

Duly authorized to sign the Proposal for and behalf of:

\_\_\_\_\_  
*Name of FFCE*

\_\_\_\_\_  
*Affiant's Signature over Printed Name  
Position/Designation  
Date*

JURAT

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. \_\_\_\_\_.

WITNESS MY HAND AND SEAL this \_\_\_\_ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. \_\_\_\_\_

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 \_\_\_\_\_.