



**Office of the Secretary  
DEPARTMENT LEGISLATIVE LIAISON UNIT**

**REQUEST FOR QUOTATION**

16 July 2024

Dear Sir / Ma'am,

The Department Legislative Liaison Unit (DLLU) would like to request a quotation for the Procurement of Fifty-two (52) bottles of wine as tokens for individual members and staff of the Philippine Congress (House of Representatives and the Senate).

In view of the above, kindly refer to the following:

**TERMS OF REFERENCE**

<b>PARTICULARS</b>	<b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b>
<b>PROCUREMENT OF WINE</b> <ul style="list-style-type: none"><li>• Nineteen (19) bottles of White Wine, Chassagne-Montrachet Style: White Wine, 750 ml Region: Burgundy, France Variety: 100% Chardonnay Vintage: 2018</li><li>• Thirty-three (33) bottles of Red Wine, Château Montrose Style: Red, 750 ml Region: Bordeaux, France Variety: 49% Merlot, 43% Cabernet Sauvignon, 4% Cabernet Franc, 4% Petit Verdot Vintage: 2017</li><li>• Sixty (60) pieces Wine Bags</li></ul>	PhP 215,000.00



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS



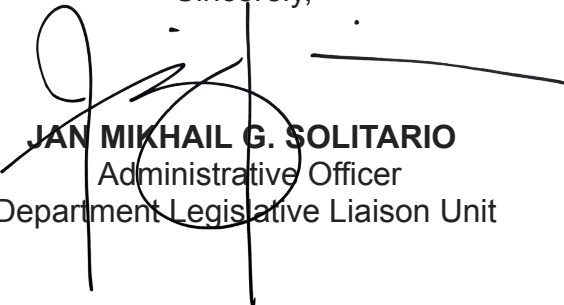
- Quoted price should be in Philippine peso and should include all taxes, duties and/or levies payable;
- Payment will be done in compliance with the government prescribed accounting and auditing requirements;
- Bidders shall comply with the technical specifications attached to the Request for Quotation; and
- The Department reserves the right to reject any and all quotations, declare a failure or not to award the contract for any reasonable ground.

The procurement will be undertaken in accordance with the Revised Implementing Rules and Regulations (Revised IRR of Republic Act no. 9184), otherwise known as the Government Procurement Reform Act. Bidders must provide a copy of the latest PHILGEPS Certificate of Membership, Business/Mayor's Permit and latest Income Tax Return (ITR).

Please quote your best offer, subject to the terms and conditions provided above. Your good office may send your quotation duly signed by the authorized representative not later than **19 July 2024 at 12:00 NN** to the email address [bac.secretariat@dfa.gov.ph](mailto:bac.secretariat@dfa.gov.ph).

I look forward to your continued cooperation on matters of mutual concern. Thank you.

Sincerely,



**JAN MIKHAIL G. SOLITARIO**  
Administrative Officer  
Department Legislative Liaison Unit