



June 22, 2022
 (Date)

REQUEST FOR QUOTATION
2022-06-1335
 (SVP- Rental Services)

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 DARFO VI official RFQ form shall be filled up (with 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 erasure or alteration in the unit and/or total price shall render the offer of the supplier invalid.
4. Any specifications other than those required/stated in this form shall not be considered in the evaluation of bids.
5. Quotation(s) must include all kinds of taxes for the item(s)/services listed hereunder, including delivery charges.
6. The **brand** name/model of the offered item(s)/product(s) or services **must** be indicated, if applicable/required.
7. Sealed Quotation(s) / Proposal(s) shall be submitted to the DA Western Visayas, Procurement Service Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City. Online or electronic submission should be password protected and send to dareg6bac@yahoo.com.
8. **DEADLINE FOR SUBMISSION OF BIDS: June 27, 2022 at 12:00 nn.**
9. Price quotation(s) submitted shall be valid for a period of **45** days reckoned from the deadline for submission of quotations.
10. Awarding shall be done for the whole lot. Partial bids shall not be allowed.
11. Validity of stocks: **60** days.
12. Terms of payment: within 15 days after inspection and acceptance and shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility. Bank Transfer fee, if any, shall be charged against the creditor's account.
13. Delivery period: **July to December 2022**
14. Delivery point: DA RAED Office
15. The period of submission of the following documents are as follows:

Document	Submission Period*	
Certified True Copy of Valid Mayor's/Business Permit	Before the issuance of Notice of Award	At the option of the supplier, may be submitted during the submission of its quotation
Certified True Copy of PhilGEPS Registration Number (Red or Platinum)		
Omnibus Sworn Statement (for ABC above Php 50,000.00)		
Income Tax Return (for ABC above Php 500,000.00)		

*Non-submission of any or all documentary requirements within 24 hours upon notice shall disqualify the lowest offeror from award and the BAC shall proceed to evaluate the next lower offer.

16. Non-receipt of a Notice of Award within a period of **30 calendar days** from the deadline of the submission of the RFQ is presumed that this offer is non-responsive.

PR No. 2022-06-1459
Solicitation No. 2022-606

ABC:Php54,000.00

End-User: ENGR. WINELYN M. LAGING
Contact No. 327-7366

Qty.	Unit	Item Description	Brand Offered	Unit Price	Total Price
		Procurement of supply and delivery of rental services			
6	month	Rental of Photocopier July to December 2022 Specifications: Resolution: 600x600 dpi type: full-colour scanner gradation: 256 memory capacity: 2 GB HDD: 250 GB/4			

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Republic of the Philippines
DEPARTMENT OF AGRICULTURE
 Western Visayas

	original Type: sheet, book, objects max. original size: A3 (297x420 mm) or 11"x17" output size: A3-A6 or 11"x17" warm-up time: 20 sec. or less first copy time: 5.3 sec scanning speed: 45 opm copy speed: 36 copies pages/minute A4 automatic document feeder zoom: 25% -400% (0.1% increments) paper capacity: std. 2 universal trays- 500 sheets, multi-bypass tray-100 sheets multiple copy: 1-9,999 sheets, countdown, interrupting capability power: Req: AC230 V 7A (50 to 60 Hz) power Cons: 1.5kW or less weight: 56.5 kgs interface 10 base T/100 Base-Tx / 1000 BASE-T, USB 1.1 Terms and Conditions: 1. 7,500 copier per month 2. Free consumables & spare parts 3. Free operator's training 4. Payment will be collected every month upon receipt of billing statement			
	TOTAL			

For the Bids and Awards Committee:

MS. HUSSEIN A. DEROTAS

GEPS Posted/DA Website/1 conspicuous place

MS. MAE P. NONES

Head, Procurement Service Office

ENGR. REEM GARCIA / ENGR. JASMINE NAPAWIT

Canvasser

The DA RFO VI
 Bids and Awards Committee
 WESVIARC, Brgy. Buntatala
 Jaro, Iloilo

City

SIR / MADAM:

	Submission of RFQ	Signature over printed name
	RFQ to be collected on	
	RFQ to be submitted by supplier before deadline	

In connection with the above request, I/we submit our quotation indicated above. I/We have carefully read and fully understood the minimum requirements and agree to furnish and/or deliver in conformity with the specifications any or all said articles described above within the date stipulated herein.

Signature over Printed Name

Registered Name of Company

Tax Identification Number
 (indicate VAT or non-VAT registered)

Address

Contact number(s)

E-mail Address

Banking Institution

Branch

Account Name

Account Number

PR# 2022-06-1459

RFQ# 2022-06-1335

Date Accomplished

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