



March 24, 2023  
(Date)

**REQUEST FOR QUOTATION**  
**2023-106**  
(SVP-Food and Accommodation)

**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. 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](mailto:dareg6bac@yahoo.com).
7. **DEADLINE FOR SUBMISSION OF BIDS: March 28, 2023 at 12:00 nn.**
8. Price quotation(s) submitted shall be valid until the last day of training.
9. Awarding shall be done for the whole lot. Partial bids shall not be allowed.
10. Validity of stocks: **not applicable**.
11. 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.
12. Delivery period: **March, May & July, 2023**
13. Delivery point: Respective Provinces regionwide
14. The period of submission of the following documents are as follows:

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

15. 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. 2023-01-0292  
Solicitation No. 2023-96

ABC:Php 405,000.00

End-User: JAMES EARL E. OGATIS  
Contact No.

Qty.	Unit	Item Description	Meals	Unit Price	Total Price
		<b>Food and Accommodation during the conduct of Agricultural Information Caravan in the following provinces:</b>			
		<b>LOT 2 ABC: Php135,000.00</b>			
		<b>PROVINCE OF CAPIZ</b>			
		March 30-31, 2023 (Dumalag, Capiz Municipal Gym)			
25	pax	March 30,2023	AM snack		
			Lunch		
			PM Snack		
			Dinner		
			Lodging		



25	pax	March 31, 2023	Breakfast		
150	pax	March 31, 2023	AM Snack Lunch PM Snack		
		<b>LOT 3 ABC: Php135,000.00 PROVINCE OF GUIMARAS</b>			
		May 10-11, 2023 (Guimaras Provincial Gym)			
25	pax	May 10, 2023	AM snack Lunch PM Snack Dinner Lodging		
25	pax	May 11, 2023	Breakfast		
150	pax	May 11, 2023	AM Snack Lunch PM Snack		
		<b>LOT 5 ABC: Php135,000.00 PROVINCE OF NEGROS OCC.</b>			
		July 20-21, 2023 (Sagay City Covered Gymnasium)			
25	pax	July 20, 2023	AM snack Lunch PM Snack Dinner Lodging		
25	Pax	July 21, 2023	Breakfast		
150	Pax	July 21, 2023	AM Snack Lunch PM Snack		
		terms and conditions: A. Food must be delivered to venue/site B. Serve food and beverages to the participants C. Serve free flowing hot beverages (coffee, chocolate drinks, etc.) to the guest/participants <ul style="list-style-type: none"> <li>• Breakfast – 3 dishes (plain/fried rice, corned beef, ham; hotdog; boneless bangus; egg; hot beverages</li> <li>• AM/PM Snack – Pancit Guisado; Club Sandwich; Spaghetti; Carbonara; Soda/Fruit Juice</li> <li>• Lunch &amp; Dinner – 3dishes (beef/chicken/pork meat; vegetable; soup; dessert; soda and bottled water.</li> </ul>			
		<b>TOTAL</b>			



Republic of the Philippines  
 DEPARTMENT OF AGRICULTURE  
 Western Visayas

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

**SHERYL MAE GAYLAN/SALLY BIÑAS**  
 Canvasser

The DA RFO VI  
 Bids and Awards Committee  
 WES-VIARC, Brgy. Buntatala  
 Jaro, -Iloilo City

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

**SIR / MADAM:**

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

\_\_\_\_\_  
 Date Accomplished

PR# 2023-01-0292  
 RFQ# 2023-106