



**May 17, 2023**  
 (Date)

**REQUEST FOR QUOTATION**  
**2023-401**  
**(SVP – Communication Equipment Supplies)**

**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 [procurement@wv.da.gov.ph](mailto:procurement@wv.da.gov.ph)
8. **DEADLINE FOR SUBMISSION OF BIDS: May 24, 2023 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: **15 days upon receipt of Notice to Proceed**
14. Delivery point: **Iloilo City**
15. 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.		

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. 2023-03-0824**  
**Solicitation No. 2023-318**

**ABC: Php 100,000.00**

**End-User: ANDREW PALOMAR**  
**Contact No.: 337-4775**

Qty.	Unit	Item Description	Brand Offered	Unit Price	Total Price
		Procurement of supply and delivery of Communication Equipment Supplies			
2	unit	Digital Voice Recorder Record in MP3/LPCM with a high sensitivity S-Microphone Up to 4GB of built-in storage Expandable via MicroSD (SDHC/SDXC) cards Focus and wide microphone modes to suit lectures or meetings			



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
 Western Visayas

		Direct USB built in for easy connection to PC, Brand new			
4	unit	Geotagging Device LTE Service, Display: FHD+ 6GB +128GB (+up to 1TB MicroSD Card) 5000 mAh Octa 2.4 GHz Snapdragon 680 8MP Front Camera 50 MP Main Camera 2MP Macro Camera, 5MP Ultra-Wide, 2MP Depth Optical image stabilizer Fingerprint sensor built right into the power button Brand new			
1	unit	Video Stabilizer 3-axis stabilization quick launch portable and foldable active track 5.0 built-in extension rod easy tutorial& one tap editing brand new, branded not cloned			
3	unit	Tripod type: professional tripod material: aluminum alloy quick release of the lock 3 leg with bag brand new, branded not cloned			
		<b>TOTAL</b>			

For the Bids and Awards Committee:

**MS. HUSSEIN A. DEROTAS**  
 GEPS/DA Website/1 Conspicuous Place Posted

**MS. MAE P. NONES**  
 Head, Procurement Service Office

**ARCHIEL ENCANTO / ARLENE DELOS REYES**  
 Canvasser

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

PR# 2023-03-0824  
 RFQ# 2023-401



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Western Visayas

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

**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# 2023-03-0824  
RFQ# 2023-401



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Western Visayas