

June 29, 2023 (Date)

# **REQUEST FOR QUOTATION**

2023-504

(SVP- 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
  - 8. DEADLINE FOR SUBMISSION OF BIDS: July 6, 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 acceptance of NTP
  - 14. Delivery point: Iloilo ROS, Sta. Barbara, Iloilo City
  - 15. The period of submission of the following documents are as follows:

Document	Submission Period*			
Certified True Copy of Valid				
Mayor's/Business Permit				
Certified True Copy of PhilGEPS		At the option of the supplier,		
Registration Number (Red or Platinum)	Before the issuance of	may be submitted during		
Omnibus Sworn Statement	Notice of Award	the submission of its		
(for ABC above Php 50,000.00)		quotation		
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. 2023-04-1123 ABC: Php 82,800.00 Solicitation No. 2023-501

#### End-User: MA. CARMEN PRIMITIVA MALAGA Contact No. 320-5558

Qty.	Unit	Item Description	Brand and Model Offered	Unit Price	Total Price
		Procurement and Delivery of Supplies			
7		silica gel – white beads 2-5mm ( 25kilos/bag)			
2		silica gel – blue beads 2-5mm ( 25kilos/bag)			
		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

# LAARNIE JARANDILLO / JAYMART P. MARTINEZ Canvasser

The DA RFO VI Bids and Awards Committee WESVIARC, 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# 2023-04-1123 RFQ# 2023-504