

### Republic of the Philippines **DEPARTMENT OF AGRICULTURE WESTERN VISAYAS**

Hamungaya, Brgy. Buntatala, Jaro, Iloilo City westernvisayas@mail.da.gov.ph | (033) 336-4221

**July 31, 2023**Date

### REQUEST FOR QUOTATION

2023-702 (SVP-Agricultural 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: August 7, 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: 30 days upon receipt of Notice to Proceed
- 14. Delivery point: DA-WV Field Operations Division, Parola, Iloilo City
- 15. The period of submission of the following documents are as follows:

Submission Period*	
Before the issuance of Notice of Award	
	At the option of the supplier, may be
	submitted <b>during</b> the
	submission of its quotation
	Before the issuance of

<sup>\*</sup>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.



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## PR No. 2023-07-1543 ABC: Php 88,000.00 End-User: ENGR. JOSE ALBERT A. BARROGO Solicitation No. 2023-658 Contact No.

Quantity	Unit	Item Description	Brand Name / Model Offered	Unit Price	Total
		Procurement of supply and delivery of			
		agricultural supplies			
20	Bag	14-14-14 (50kg/bag)			
80	Bag	Vermicast (40kgs/bag with cellophane			
		lining, 10-30% moisture content)			
		TOTAL			

For the Bids and Awards Committee:	
MS. HUSSEIN A. DEROTAS GEPS Posted/DA Website/1 conspicuous place Service Office	MS. MAE P. NONES Head, Procurement

## SHEREY LYN AZARCON / CHARMAE ANTIPATIA Canvassers

**DA WESTERN VISAYAS**Bids and Awards Committee
WESVIARC, Hamungaya,
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# 2023-07-1543 RFQ# 2023-702



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