**July 18, 2023**

(Date)

**REQUEST FOR QUOTATION**

**2023-369**

(SVP- Plastic Products)

**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 25, 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 acceptance of NTP**
14. Delivery point: DA WESVIARC, Hamungaya, Jaro, 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** | 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. | | |

1. 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. 2023-03-0933 ABC:Php 307,300.00 End-User: JONIFER B. FRADES**

**Solicitation No. 2023-342 Contact No. 337-8933**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Qty.** | **Unit** | **Item Description** | **Brand and Model Offered** | **Unit Price** | **Total Price** |
|  |  | Procurement of Supply and Delivery of plastic crates |  |  |  |
| 439 | unit | plastic crates  outside dimension: 600 x 400 x 310 mm  23.60 x 15.75 x 12in  inside dimension: 570 x 370 x 290mm  22.40 x 14.44 x 11.40in  estimated load capacity: 25-30 kgs  high density poly-ethylene material  fully perforated  stackable / cross stacking features |  |  |  |
|  |  | terms and conditions:  FDA food grade certificate  with one (1) color DA logo printing  color: green  material: HDPE  food grade material with food grade certificate from FDA |  |  |  |
|  |  | **TOTAL** |  |  |  |

For the Bids and Awards Committee:

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**MS. HUSSEIN A. DEROTAS MS. MAE P. NONES**

GEPS Posted**/**DA Website/1 conspicuous placeHead, Procurement Service Office

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**SHEREY LYN AZARCON / CHARMAE ANTIPATIA**

Canvasser

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

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.

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Signature over Printed Name Registered Name of Company Tax Identification Number

(indicate VAT or non-VAT registered)

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Address Contact number(s) E-mail Address

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Banking Institution Branch Account Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Account Number Date Accomplished

PR# 2023-03-0933

RFQ# 2023-369