

PR# 2023-07-1509

August 9, 2023
Date

REQUEST FOR QUOTATION
2023-671
(SVP)

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 16, 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 (September 2023)
14. Delivery point: DA-WV, RAFIS Office, Parola, 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	Should be submitted upon submission of Request for Quotation	*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.
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)		

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.



BAGONG PILIPINAS



*Masaganang Agrikultura,
Maunlad na Ekonomiya*

Republic of the Philippines
DEPARTMENT OF AGRICULTURE WESTERN VISAYAS
Hamungaya, Brgy. Buntatala, Jaro, Iloilo City
westernvisayas@mail.da.gov.ph | (033) 336-4221

PR No. 2023-07-1509 ABC: Php 139,710.00 End-User: JAMES EARL E. OGATIS
Solicitation No. 2023-628 Contact No. 335-3423

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of Supply and Delivery of Art Materials and Training Supplies for the World Food Day 2023 Poster Making Contest and Celebration			
25	piece	Acrylic paint tube set (16 colors, 10ml tube)			
25	piece	Watercolor pan set (16 colors)			
25	piece	Oil pastel (16 colors)			
25	piece	Graphite drawing pencils for sketching and illustrating			
25	piece	Drawing/Sketch Pad (9 inches x 12 inches/ 50 sheets/ 100 GSM, acid free)			
25	piece	Artist Canvas Pad (10 sheets per pack/ 9 inches x 12 inches/ 280 GSM)			
25	piece	Acrylic brush set (6 different sizes) Nylon hair material			
25	piece	Plastic palette trays for oils, acrylics, and watercolors			
30	piece	High-Quality Illustration boards (20 inches x 30 inches or 1/2 size)			
25	piece	File case with handle, long size, large capacity, white/clear, durable			
20	pack	Board paper, 8.5 inches x 11 inches, 220GSM, white, 10 sheets/pack			
3	box	Storage and organizing box 120 liter-capacity, white			
20	ream	Bond Paper, Multicopy, A4, at least 70gsm			
20	ream	Bond Paper, Multicopy, 8.5"x13", at least 70gsm			
20	ream	Bond Paper, Multicopy, 8.5"x11", at least 70gsm			
3	pack	Photopaper, A4 Size, at least 200 gsm, glossy, 10 pieces/pack			
1	piece	Glue gun, big			
45	piece	Glue stick, standard size			
10	roll	Tape, masking, 18mm			
10	roll	Tape, masking, 48mm			
10	roll	Tape, transparent, 24mm x 50 yards			
10	roll	Double sided tape, 18mm x 5m			
10	piece	Correction tape, 8mm			
3	piece	Stapler, standard type, beige color			
2	box	Staple wire, no. 35			
1	piece	Puncher, paper, heavy duty			
3	box	Fastener, silver/metal, 50 pcs/box			
3	piece	Scissors, multipurpose, stainless			
20	piece	Ballpen, 0.7mm black (retractable)			



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20	piece	Ballpen, 0.5mm black			
20	piece	Ballpen, 0.5mm red			
5	doz	Pencil with eraser, no. 2			
50	piece	Certificate holder, 8.5 inches x 11 inches, green			
5	roll	Ribbon (cloth fabric), 1 1/2 inches, 30 meters, green			
12	piece	Document tray, white/beige, 3 layers			
20	pack	Sticky note, 3 inches x 3 inches, yellow, 100 sheets per pack			
TOTAL					

For the Bids and Awards Committee:

MS. HUSSEIN A. DEROTAS
GEPS Posted/DA Website/1 conspicuous place

ATTY. ROLIN M. ASUNCION
Head, BAC-Secretariat

DA WESTERN VISAYAS
Bids and Awards Committee
WESVIARC, Hamungaya,
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