



August 22, 2023
 Date

REQUEST FOR QUOTATION
 2023-723
 (SVP-Catering Services)

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. Sealed Quotation(s) / Proposal(s) shall be submitted to DA Western Visayas, Procurement Service Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City with the Name of Supplier, PR Number, and Deadline for Submission. Online or electronic submission should be password protected and send to procurement@wv.da.gov.ph with the PR Number and Deadline of Submission as Subject in the E-mail.
7. DEADLINE FOR SUBMISSION OF BIDS: August 29, 2023 at 12:00 nn.
8. Price quotation(s) submitted shall be valid until the last day of training.
9. Awarding shall be done for the whole lot. Partial bids shall not be allowed.
10. Validity of stocks: not applicable.
11. 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.
12. Delivery period: October and November, 2023
13. Delivery point: Panay Island
14. 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)		

15. 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. 2023-08-1646
Solicitation No. 2023-687

ABC: Php 135,000.00

End-User: JIMMY G. ELEDIA, JR.
Contact No.337-1018

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of supply and delivery of catering services for the conduct of Year-End Review and Utilization of PRISM Data Products with Local Partner Implementation in Panay Island			
		Lot 1 Php39,000.00 - Iloilo			
20	Pax	October 18, 2023 Venue: Municipality of Lemery	Am snack Lunch pm snack		
25	Pax	October 19, 2023 Venue: Municipality of Pototan	Am snack Lunch pm snack		
20	Pax	October 20, 2023 Venue: Municipality of Miag-ao	Am snack Lunch pm snack		
		Lot 2 Php36,000.00 - Antique			
20	Pax	October 24, 2023 Venue: Municipality of Culasi	Am snack Lunch pm snack		
20	Pax	October 25, 2023 Venue: Municipality of Bugasong	Am snack Lunch pm snack		
20	Pax	October 26, 2023 Venue: Municipality of Sibalom	Am snack Lunch pm snack		
		Lot 3 Php30,000.00 - Aklan			
25	Pax	November 14, 2023 Venue: Municipality of Ibajay	Am snack Lunch pm snack		
25	Pax	November 15, 2023 Venue: Municipality of New Washington	Am snack Lunch pm snack		
25	Pax	October 19, 2023 Venue: Municipality of Pototan	Am snack Lunch pm snack		
		Lot 4 Php30,000.00 - Capiz			
25	Pax	November 16, 2023 Venue: Municipality of Pontevedra	Am snack Lunch pm snack		
25	Pax	November 17, 2023 Venue: Municipality of Cuartero	Am snack Lunch pm snack		
		Terms and Conditions: 1. Menu: Snacks-special bread/sandwiches and			



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

		bottled water and fruit juice drinks Lunch-meat and chicken with veggies, dessert and fruit juice drink/soda * preferably no pasta 2. Food must be delivered on time at the venue 3. Drinks must be chilled before serving			
		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