



August 24, 2023  
 Date

**REQUEST FOR QUOTATION**  
 2023-732  
 (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: September, 2023
13. Delivery point: Aklan, Antique, Iloilo, Guimaras, Negros Occidental
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. 2023-08-1713      ABC: Php 588,000.00  
 Solicitation No. 2023-696

End-User: DOMINADOR A. MARQUEZ  
 Contact No.337-1018

QTY.	Unit	Item Description	Meals	Unit Price	Total
		Procurement of supply and delivery of catering services for the conduct of SAAD Program 1 <sup>st</sup> Semester Assessment Review on September 13-22, 2023			
		<b>LOT 1 Php 60,000.00 Province of Antique</b>			
50	Pax	September 13, 2023 Libertad, Antique	Am snack Lunch pm snack		
50	Pax	September 14, 2023 Libertad, Antique	Am snack Lunch pm snack		
		<b>Lot 2 Php 60,000.00 Province of Aklan</b>			
50	Pax	September 14, 2023 Buruanga, Aklan	Am snack Lunch pm snack		
50	Pax	September 14, 2023 Buruanga, Aklan	Am snack Lunch pm snack		
		<b>Lot 3 Php 60,000.00 Province of Aklan</b>			
50	Pax	September 14, 2023 Tangalan, Aklan	Am snack Lunch pm snack		
50	Pax	September 14, 2023 Tangalan,, Aklan	Am snack Lunch pm snack		
		<b>Lot 4 Php 84,000.00 Province of Negros Occidental</b>			
70	Pax	September 19, 2023 La Castellana, Negros Occidental	Am snack Lunch pm snack		
70	Pax	September 20, 2023 La Castellana, Negros Occidental	Am snack Lunch pm snack		
		<b>Lot 5 Php 60,000.00 Province of Negros Occidental</b>			
50	Pax	September 19, 2023 Moises Padilla, Negros Occidental	Am snack Lunch pm snack		
50	Pax	September 20, 2023 Moises Padilla, Negros Occidental	Am snack Lunch pm snack		
		<b>Lot 6 Php 60,000.00 Province of Iloilo</b>			
50	Pax	September 19, 2023 Batad, Iloilo	Am snack Lunch pm snack		
50	Pax	September 20, 2023 Batad, Iloilo	Am snack Lunch		

			pm snack		
		<b>Lot 7 Php84,000.00 Province of Iloilo</b>			
70	Pax	September 19, 2023 San Rafael, Iloilo	Am snack Lunch pm snack		
70	Pax	September 20, 2023 San Rafael, Iloilo	Am snack Lunch pm snack		
		<b>Lot 8 Php60,000.00 Province of Iloilo</b>			
50	Pax	September 21, 2023 San Rafael, Iloilo	Am snack Lunch pm snack		
50	Pax	September 22, 2023 San Rafael, Iloilo	Am snack Lunch pm snack		
		<b>Lot 9 Php60,000.00 Province of Guimaras</b>			
50	Pax	September 21, 2023 San Lorenzo, Guimaras	Am snack Lunch pm snack		
50	Pax	September 22, 2023 San Lorenzo, Guimaras	Am snack Lunch pm snack		
		Terms and Conditions: 1.provision of 1 pc tarpaulin as backdrop with activity title per batch 2. provision of coffee and water 3. pack food delivered per barangay			
		<b>TOTAL</b>			

For the Bids and Awards Committee:

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

**ATTY. ROLIN M. ASUNCION**  
Head, BAC Secretariat



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

PR # 2023-08-1713

**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