

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

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

PR# 2023-02-0534

August 30, 2023
Date

### REQUEST FOR QUOTATION

2023-218 (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 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 <a href="mailto:procurement@wv.da.gov.ph">procurement@wv.da.gov.ph</a> with the PR Number and Deadline of Submission as Subject in the E-mail.
- 8. **DEADLINE** FOR SUBMISSION OF BIDS: **September 6, 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: Brgy. Manika Libacao Aklan
- 15. The period of submission of the following documents are as follows:

Document	Submission Period*	
Certified True Copy of Valid  Mayor's/Business Permit	Classifications and base the all	*Non-submission of any or
,		all documentary
	Dan and Consolination	requirements within 24
Omnibus Sworn Statement (for ABC above Php 50,000.00)	Request for Quotation	hours upon notice shall disqualify the lowest
Income Tax Return (for ABC above Php 500,000.00)		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. 2023-02-0534 ABC: Php 150,000.00 End-User: CARMELITA C. FANTILANAN Solicitation No. 2023-201 Contact No.: 335-4766

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of supply and delivery of Planting Materials			
3000	pieces	Procurement of Abaca Suckers -at least 5 leaves and height must be more than 5 feet -to be sourced out within Libacao Aklan -Certified "bisaya" variety by PhilFida			
		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