

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

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

PR# 2023-07-1603

October 23, 2023
Date

### REQUEST FOR QUOTATION

2023-717 (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 **manually 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**.
- 8. **DEADLINE** FOR SUBMISSION OF BIDS: October 30, 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: DA-WV, Operations Division, 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
<b>Registration Number</b> (Red or Platinum)	Request for
0 11 0 0	Quotation
(for ABC above Php 50,000.00)	<b>C</b>
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.



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PR No. 2023-07-1603 ABC: Php130,000.00 End-User: ELMER B. CABUSAS Solicitation No. 2023-682 Contact No.

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of Supply and Delivery of ICT Equipment			
2	Unit	Laptop computer At least Inter Core i7 12th Gen or AMD Ryzen CPU 5 5h Gen Windows 11 operating System with Microsoft office Professional 2022 At least 8GB RAM At least 128GB SSD & 512GB HDD Storage At least 2GB GPU (dedicated) At least 13-inch Full HD Screen With webcam, Wi-Fi & Bluetooth 5.0 Functions ready, with I/O for USB 3.1, USB 2.0, HDMI With any surface wireless mouse With laptop bag Brand new, branded not cloned With one (1) year warranty and guaranteed after sales service			
		TOTAL			

For the Bids and	Amarda	Committoo
FOR THE BIRG AND	Awards	Committee:

MS. HUSSEIN A. DEROTAS	ATTY

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