

October 9, 2023
Date

REQUEST FOR QUOTATION
2023-386
(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 the DA Western Visayas, Procurement Service Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City.
- 8. DEADLINE FOR SUBMISSION OF BIDS: October 13, 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
14. Delivery point: DA-WESVIARC, Hamungaya, Buntatala, Jaro, 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
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.

PR No. 2023-03-0820 ABC: Php 53,000.00 End-User: LUISA P. FULGUERAS
Solicitation No. 2023-303 Contact No.

Quantity	Unit	Item Description	Brand Name / Model Offered	Unit Price	Total
		Procurement of Supply and Delivery of ICT EQUIPMENTS			
1	unit	LAPTOP			
		Processor: i5 1235U			
		Memory: 8GB DDR4 - 3200			
		Hard Drive: 512SSD			
		Integrated Intel Iris Xe Graphics			
		Display: 15.6" FHD (1920X1080) IPS 300 units Anti-glare			
		Operating System: Windows 11			
		Bundled Software: Office Home and Student 2021			
		WLAN + Bluetooth: Wi-Fi 6 11ax, 2x2 + BT5.2			
		Warranty: at least 1 year			
Terms and Conditions:		Brand New			
		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	