

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

PR# 2023-10-1993

November 6, 2023 Date

REQUEST FOR QUOTATION

2023-890 (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, BAC Secretariat Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City.
- 8. DEADLINE FOR SUBMISSION OF BIDS: November 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: 30 days upon receipt of Notice to Proceed
- 14. Delivery point: RCPC, WESVIARC Compound, Hamungaya, brgy. 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
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. 2023-10-1993ABC: Php 62,200.00End-User: RYAN V. RASGOSolicitation No. 2023-815Contact No.

Quantity	Unit	Item Description	Brand Name / Model Offered	Unit Price	Total
		Procurement of supply and delivery of printing of brochure and tarpaulin, inclusive of encoding and lay-outing			
		Brochure: size 8.5 inches x 14 inches Material: C2S 200 lbs, back to back print Colored: 2 folds, 3 panels, with varnish			
3600	Piece	Rice grain bug			
1000	Piece	PRIME infographics			
12	Piece	Tarpaulin, colored, size 2ft x 3ft			
		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	