

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

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

PR# 2023-11-2033

December 8, 2023 Date

REQUEST FOR QUOTATION

2023-947 (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. 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**.
- 7. DEADLINE FOR SUBMISSION OF BIDS: December 12, 2023 at 12:00 nn.
- 8. Price quotation(s) submitted shall be valid until the last day of training/activity.
- 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: December 21, 2023
- 13. Delivery point: DA WESVIARC, Hamungaya, Jaro, Iloilo City
- 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
Certified True Copy of PhilGEPS	upon submission
Registration Number (Red or Platinum)	of Request for
Omnibus Sworn Statement (for ABC above Php 50,000.00)	Quotation
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.



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PR No. 2023-11-2033 ABC: Php 72,500.00 End-User: JOHN A. AMORSOLO Solicitation No. 2023-847 Contact No. 328-2081

Unit	Item Description	Meals	Unit Price	Total
	Procurement of supply and delivery of food for the conduct of WESVIRREDEN's Technology Sharing and Promotion Forum on December 21, 2023 at Farmer's Exhibit and Training Center, WESVIARC Compound, Buntatala, Jaro, Iloilo City			
pax	December 21, 2023	breakfast		
Pax	December 21, 2023	Am snack Lunch Pm Snack		
	December 21, 2023	Dinner Accommodation		
	Meals consists of: Rice (plain, fried or garlic rice) 3 dishes (chicken/pork/beef/vegetable/seafoods Desserts/fruits Drinks: soft drinks/fruit juice Packed snacks consist of: Bread, heavy snacks & soda/fruit juice Accommodation: Maximum of three (3) participants to a room No bed-sharing for participants Free-flowing water, coffee and/or tea			
	pax	Procurement of supply and delivery of food for the conduct of WESVIRREDEN's Technology Sharing and Promotion Forum on December 21, 2023 at Farmer's Exhibit and Training Center, WESVIARC Compound, Buntatala, Jaro, Iloilo City pax December 21, 2023 Pax December 21, 2023 Terms and Conditions: Meals consists of: Rice (plain, fried or garlic rice) 3 dishes (chicken/pork/beef/vegetable/seafoods Desserts/fruits Drinks: soft drinks/fruit juice Packed snacks consist of: Bread, heavy snacks & soda/fruit juice Accommodation: Maximum of three (3) participants to a room No bed-sharing for participants	Procurement of supply and delivery of food for the conduct of WESVIRREDEN'S Technology Sharing and Promotion Forum on December 21, 2023 at Farmer's Exhibit and Training Center, WESVIARC Compound, Buntatala, Jaro, Iloilo City pax December 21, 2023 breakfast Pax December 21, 2023 Am snack Lunch Pm Snack December 21, 2023 Dinner Accommodation Terms and Conditions: Meals consists of: Rice (plain, fried or garlic rice) 3 dishes (chicken/pork/beef/vegetable/seafoods Desserts/fruits Drinks: soft drinks/fruit juice Packed snacks consist of: Bread, heavy snacks & soda/fruit juice Accommodation: Maximum of three (3) participants to a room No bed-sharing for participants Free-flowing water, coffee and/or tea	Price Procurement of supply and delivery of food for the conduct of WESVIRREDEN's Technology Sharing and Promotion Forum on December 21, 2023 at Farmer's Exhibit and Training Center, WESVIARC Compound, Buntatala, Jaro, Iloilo City pax December 21, 2023 breakfast Pax December 21, 2023 Am snack Lunch Pm Snack December 21, 2023 Dinner Accommodation Terms and Conditions: Meals consists of: Rice (plain, fried or garlic rice) 3 dishes (chicken/pork/beef/vegetable/seafoods Desserts/fruits Drinks: soft drinks/fruit juice Packed snacks consist of: Bread, heavy snacks & soda/fruit juice Accommodation: Maximum of three (3) participants to a room No bed-sharing for participants Free-flowing water, coffee and/or tea



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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.

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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