

February 13, 2024
Date

REQUEST FOR QUOTATION
 2024-108
 (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: February 20, 2024 at 1:00 pm.**
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: April 23-28, 2024 ; October 21-24, 2024
13. Delivery point: Roxas City, Capiz
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 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)	

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.

PR No. 2024-0377

ABC: Php 547,750.00

End-User: MARIA TERESA T. SOLIS

Solicitation No. 2024-66

Contact No.

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Food and Accommodation during the conduct of Various Trade Fair (ASPIRE 2024) and Regional Organic Agricultural Trade Fair and Exhibits in the Province of Capiz			
		A. ASPIRE 2024			
55	Pax	Ingress Dinner and lodging			
		Day 1:			
55	pax	Breakfast, dinner, lodging			
120	Pax	AM snacks (during opening program)			
75	pax	Lunch (for invited guests during the opening program)			
		Day 2:			
55	pax	Breakfast, dinner, lodging			
		Day 3:			
55	pax	Breakfast, dinner, lodging			
		Day 4:			
55	pax	Breakfast, dinner, lodging			
		Day 5:			
55	pax	Breakfast, dinner, lodging			
		B. ROAC 2024			
		Ingress			
20	Pax	Dinner			
20	Pax	Lodging			
		Day 1:			
25	Pax	Breakfast			
25	Pax	Lunch			
25	Pax	Lodging			
		Day 2:			
25	Pax	Breakfast			
25	Pax	Lunch			
25	pax	Lodging			
		Day 3:			
25	Pax	Breakfast			
25	Pax	Lunch			
25	pax	Lodging			
		Terms and Conditions: -with good air-conditioning unit to assigned rooms, preferably DOT accredited -with free water dispenser/ coffee/ tea or choco drink -with meals served on time/ as scheduled -with good water supply -with spacious parking area that can accommodate 10 vans -NO BED SHARING			
		TOTAL			



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

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