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| **PR# 2024-0693** |

**February 20, 2024**

**REQUEST FOR QUOTATION**

2024-298

(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, BAC Secretariat 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**: February 27, 2024 at 1:00 pm.**
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: **See schedule of activities below**
14. Delivery point: **See location of activities below**
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) |

1. 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. 2024-0693 ABC: Php 296,850.00 End-User: CARMELITA C. FANTILANAN**

**Solicitation No. 2024-206 Contact No.: 335-4766**

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| --- | --- | --- | --- | --- | --- |
| Quantity | Unit | Item Description | Meals | Unit Price | Total |
|  |  | **Procurement of Supply and Delivery of Catering Services for the conduct of Training and Meeting for Agro-Climatic Advisory Portals** |  |  |  |
|  |  | Lot 1 ILOILO (Php 127, 850.00) |  |  |  |
| 50 | Pax | March 12, 2024 – Conduct of Meeting for the roll out of ACAP in Western Visayas provinces with Partner Stakeholder at Iloilo, Capitol Ground | Lunch |  |  |
|  |  |  |  |  |  |
| 36 | Pax | March 13, 2024 - Conduct of Meeting for the roll out of ACAP in Western Visayas with Banner Programs in Iloilo City | AM Snacks |  |  |
| 36 | Pax | Lunch |  |  |
| 36 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
|  |  | Conduct of Training-Workshop for the Development of Agro-Climatic Advisories for Priority Commodities in Western Visayas in Iloilo City |  |  |  |
| 18 | Pax | March 14, 2024 | AM Snacks |  |  |
| 18 | Pax | Lunch |  |  |
| 18 | Pax | PM Snacks |  |  |
| 2 | Pax | Dinner |  |  |
|  |  |  |  |  |  |
| 2 | Pax | March 15, 2024 | Breakfast |  |  |
| 18 | Pax | AM Snacks |  |  |
| 18 | Pax | Lunch |  |  |
| 18 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
|  |  | Capacity Building for the Roll-out of the Regional Agro-Climatic Advisory Portal (ACAP) in Iloilo, Capitol Ground |  |  |  |
| 45 | Pax | June 4, 2024 (Day 1) | AM Snacks |  |  |
| 45 | Pax | Lunch |  |  |
| 45 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
| 45 | Pax | June 5, 2024 (Day 2) | AM Snacks |  |  |
| 45 | Pax | Lunch |  |  |

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|  |  | Lot 2 AKLAN (Php 32,000.00) |  |  |  |
| 25 | Pax | March 5, 2024 – Conduct of Meeting for the roll out of ACAP in Western Visayas provinces with Partner Stakeholder at Aklan, Capitol Ground | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Capacity Building for the Roll-out of the Regional Agro-Climatic Advisory Portal (ACAP) in Aklan, Capitol Ground |  |  |  |
| 20 | Pax | June 13, 2024 (Day 1) | AM Snacks |  |  |
| 20 | Pax | Lunch |  |  |
| 20 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
| 20 | Pax | June 14, 2024 (Day 2) | AM Snacks |  |  |
| 20 | Pax | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Lot 3 CAPIZ (Php 30,000.00) |  |  |  |
| 20 | Pax | March 7, 2024 – Conduct of Meeting for the roll out of ACAP in Western Visayas provinces with Partner Stakeholder at Capiz, Capitol Ground | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Capacity Building for the Roll-out of the Regional Agro-Climatic Advisory Portal (ACAP) in Capiz, Capitol Ground |  |  |  |
| 20 | Pax | June 18, 2024 (Day 1) | AM Snacks |  |  |
| 20 | Pax | Lunch |  |  |
| 20 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
| 20 | Pax | June 19, 2024 (Day 2) | AM Snacks |  |  |
| 20 | Pax | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Lot 4 ANTIQUE (Php 32,000.00) |  |  |  |
| 25 | Pax | March 6, 2024 – Conduct of Meeting for the roll out of ACAP in Western Visayas provinces with Partner Stakeholder at Antique, Capitol Ground | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Capacity Building for the Roll-out of the Regional Agro-Climatic Advisory Portal (ACAP) in Antique, Capitol Ground |  |  |  |
| 20 | Pax | June 20, 2024 (Day 1) | AM Snacks |  |  |
| 20 | Pax | Lunch |  |  |
| 20 | Pax | PM Snacks |  |  |

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| 20 | Pax | June 21, 2024 (Day 2) | AM Snacks |  |  |
| 20 | Pax | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Lot 5 NEGROS OCCIDENTAL  (Php 58,000.00) |  |  |  |
| 40 | Pax | March 19, 2024 – Conduct of Meeting for the roll out of ACAP in Western Visayas provinces with Partner Stakeholder at Bacolod, Capitol Ground | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Capacity Building for the Roll-out of the Regional Agro-Climatic Advisory Portal (ACAP) in Bacolod, Capitol Ground |  |  |  |
| 35 | Pax | June 25, 2024 (Day 1) | AM Snacks |  |  |
| 35 | Pax | Lunch |  |  |
| 35 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
| 35 | Pax | June 26, 2024 (Day 2) | AM Snacks |  |  |
| 35 | Pax | Lunch |  |  |
| 35 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
|  |  | Lot 6 GUIMARAS (Php 17,000.00) |  |  |  |
| 15 | Pax | March 8, 2024 – Conduct of Meeting for the roll out of ACAP in Western Visayas provinces with Partner Stakeholder at Guimaras, Capitol Ground | Lunch |  |  |
|  |  |  |  |  |  |
|  |  | Capacity Building for the Roll-out of the Regional Agro-Climatic Advisory Portal (ACAP) in Guimaras, Capitol Ground |  |  |  |
| 10 | Pax | June 27, 2024 (Day 1) | AM Snacks |  |  |
| 10 | Pax | Lunch |  |  |
| 10 | Pax | PM Snacks |  |  |
|  |  |  |  |  |  |
| 10 | Pax | June 28, 2024 (Day 2) | AM Snacks |  |  |
| 10 | Pax | Lunch |  |  |
|  |  | Terms and Conditions: |  |  |  |
|  |  | \*AM/PM Snacks: either of these: spaghetti/carbonara/bihon guisado/lomi w/ bread/cheese and ham sandwich/bread w/filling/tuna sandwich/siopao and any juice or softdrinks  \*Bottled water  \*Lunch: 3 dishes (meat/fish/chicken, vegetable, dessert and drinks) |  |  |  |

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|  |  | \*Backdrop tarpaulin of the activity |  |  |  |
|  |  | \*Packed |  |  |  |
|  |  | \*On site delivery |  |  |  |
|  |  | **TOTAL** |  |  |  |

For the Bids and Awards Committee:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MS. HUSSEIN A. DEROTAS ATTY. ROLIN M. ASUNCION**

GEPS Posted**/**DA Website/1 conspicuous place 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)

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Address Contact number(s) E-mail Address

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Banking Institution Branch Account Name

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Account Number Date Accomplished