

PR# 2024-0613

February 19, 2024  
 Date

**REQUEST FOR QUOTATION**  
 2023-261  
 (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 26, 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: As per item description below
13. Delivery point: Province of Iloilo, Capiz, Guimaras, Aklan, Antique, Negros Occidental
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. 2024-0613  
 Solicitation No. 2023-191

ABC: Php 468,000.00

End-User: GLENN L. MARIANO  
 Contact No.

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of supply and delivery of catering services for the conduct of various trainings.			
120	Pax	<b>Lot 1 Php72,000.00</b> Training on Cacao Production Technology on April 16-17, 2024 and Training on Coffee Production on April 18-19, 2024 at Spring Bloom Farm and Training Center, Sibunag, Guimaras (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 2 Php36,000.00</b> Training on Cacao Production on May 16-17, 2024 in Municipal Agriculture Office, Maayon. Capiz	Am snack Lunch Pm snack		
60	Pax	<b>Lot 3 Php36,000.00</b> Training on Cacao Production on June 4-5, 2024 in Municipal Agriculture Office, Tigbauan, Iloilo (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 4 Php36,000.00</b> Training on Coffee Production on May 9-10, 2024 in Municipal Agriculture Office, Malinao, Aklan (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 5 Php36,000.00</b> Training on Coffee Production on May 14-15, 2024 in Municipal Agriculture Tapaz, Capiz (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 6 Php36,000.00</b> Training on Coffee Production on May 21-22, 2024 in Municipal Agriculture Office, Valderama, Antique (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 7 Php36,000.00</b> Training on Upland Vegetable Production on May 7-8, 2024 in Municipal Agriculture Office, Nabas, Aklan (30 pax per day)	Am snack Lunch Pm snack		

60	Pax	<b>Lot 8 Php36,000.00</b> Training on Mango Production on May 23-24, 2024 in Municipal Agriculture Office, Patnongon, Antique (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 9 Php36,000.00</b> Training on Dragon Fruit Production on June 6-7, 2024 in Municipal Agriculture Office, Badiangan, Iloilo (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 10 Php36,000.00</b> Training on Dragon Fruit Production on June 13-14, 2024 in Municipal Agriculture Office, San Rafael, Iloilo (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 11 Php36,000.00</b> Training on Ginger Production on June 18-19, 2024 in Municipal Agriculture Office, La Castellana, Negros Occidental (30 pax per day)	Am snack Lunch Pm snack		
60	Pax	<b>Lot 12 Php36,000.00</b> Training on Ornamental Crops Production on June 20-21, 2024 in Municipal Agriculture Office, Bacolod City, Negros Occidental (30 pax per day)	Am snack Lunch Pm snack		
		Terms and Conditions: *AM and PM snacks: either of these: spaghetti w/ sliced bread / pansit bihon w/ bread/ cheese and ham sandwich/ bread w/ pineapple filling/ tuna sandwich/carbonara, lomi w/ sliced bread and any fresh juice *Lunch: 3 dishes (meat/fish/chicken, vegetable, dessert (macaroni or fruit salad), drinks should be fresh and plant-based *with free flowing coffee and coffee drinks *on site delivery			
		<b>TOTAL</b>			

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