

PR# 2024-0613

April 24, 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: May 2, 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: **Malinao & Nabas, Aklan**
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.			
60	Pax	Lot 4 Php36,000.00 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	Lot 7 Php36,000.00 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		
		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			
		TOTAL			

For the Bids and Awards Committee:

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