



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

PR# 2024-0065 TF

May 29, 2024
Date

REQUEST FOR QUOTATION

2023-626

(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: **June 5, 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 stated at the description
13. Delivery point: PAFC-Capiz at Roxas City, Capiz; MAFC-Pontevedra at the Municipal Agriculturist Office
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.



BAGONG PILIPINAS



Masaganang Agrikultura,
Maunlad na Ekonomiya

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PR No. 2024-0065 TF
Solicitation No. 2024-427

ABC: Php 72,000.00

End-User: JOSEPHINE B. BERTE
Contact No. 337-2586

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Catering Services during the conduct of PAFC-Capiz and MAFC-Pontevedra Meetings for CY 2024			
		PAFC-Capiz Meeting			
30	pax	July 18, 2024 (Consultative)	AM Snack Lunch		
25	pax	August 30, 2024 (Sectoral and ExeCom)	AM Snack Lunch		
12	pax		PM Snack		
25	pax	October 2, 2024 (Sectoral and ExeCom)	AM Snack Lunch		
12	pax		PM Snack		
25	pax	November 12, 2024 (Sectoral and ExeCom)	AM Snack Lunch		
11	pax		PM Snack		
		MAFC-Pontevedra			
40	pax	June 10, 2024	AM Snack		
40	pax	August 29, 2024	AM Snack		
40	pax	October 1, 2024	AM Snack		
40	pax	November 11, 2024	AM Snack		
		Terms and Conditions: 1. Supplier from the Province of Capiz 2. Food is prepared within the day 3. Packed snacks 4. Lunch consists of rice, viand (vegetables and fried/ grilled meat/ fish) and drinks			
		TOTAL			



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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