



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

PR# 2024-0066TF

May 28, 2024  
 Date

**REQUEST FOR QUOTATION**  
 2024-623  
 (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 31, 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: See attached description for schedule
13. Delivery point: PAFC-Guimaras at Jordan, Guimaras; MAFCs at the respective Office of Municipal Agriculturist/ FITS Center/ MAFC Office
14. The period of submission of the following documents are as follows:

Document	Submission Period*
Certified True Copy of Valid <b>Mayor's/Business Permit</b>	Should be submitted upon submission of Request for Quotation
Certified True Copy of <b>PhilGEPS Registration Number</b> (Red or Platinum)	
<b>Omnibus Sworn Statement</b> (for ABC above Php 50,000.00)	
<b>Income Tax Return</b> (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. 2024-0066TF**  
**Solicitation No. 2024-425**

**ABC: Php 96,000.00**

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

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of supply and delivery of Catering Services during the conduct of PAFC-Guimaras and three (3) its MAFCs: San Lorenzo, Buenavista and Sibunag Meetings for CY 2024			
		<b>PAFC-Guimaras Meeting</b>			
24	pax	June 14, 2024(Consultative)	AM Snack Lunch		
20	pax	August 1, 2024 (Sectoral and ExeCom)	AM Snack Lunch		
10	pax		PM Snack		
20	pax	September 18, 2024 (Sectoral and ExeCom)	AM Snack Lunch		
10	pax		PM Snack		
20	pax	October 16, 2024 (Sectoral and ExeCom)	AM Snack Lunch		
10	pax		PM Snack		
30	pax	November 14, 2024 (Consultative)	AM Snack Lunch		
		<b>MAFC-San Lorenzo Meeting</b>			
30	pax	June 5, 2024	AM Snack		
30	pax	July 30, 2024	AM Snack		
30	pax	September 17, 2024	AM Snack		
30	pax	October 15, 2024	AM Snack		
		<b>MAFC-Buenavista Meeting</b>			
30	pax	June 5, 2024	PM Snack		
30	pax	July 30, 2024	PM Snack		
30	pax	September 17, 2024	PM Snack		
30	pax	October 15, 2024	PM Snack		
		<b>MAFC-Sibunag Meeting</b>			
30	pax	June 4, 2024	AM Snack		
30	pax	July 29, 2024	AM Snack		
30	pax	September 16, 2024	AM Snack		
30	pax	October 14, 2024	AM Snack		



BAGONG PILIPINAS



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		<b>Terms and Conditions:</b> 1.) Supplier from the Province of Guimaras 2.) Food is prepared within the day 3.) Packed snacks 4.) Lunch consists of rice, viand (vegetables and fried/ grilled meat/ fish) and drink			
		<b>Total</b>			

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