

PR# 2024-1111

May 22, 2024
Date

REQUEST FOR QUOTATION
2024-413
(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 27, 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: Please see description
13. Delivery point: DA-WESVIARC, Hamungaya, Jaro, Iloilo City
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. 2024-1111

ABC: Php 140,000.00

End-User: EMAN S. FERNANDEZ, D.M.

Solicitation No. 2024-600

Contact No. 337-2586

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Food for the Conduct of PAFES RTWG Monthly Meetings			
25	pax	May 28, 2024	AM Snacks Lunch PM Snacks		
25	pax	June 18, 2024	AM Snacks Lunch PM Snacks		
25	pax	July 16, 2024	AM Snacks Lunch PM Snacks		
25	pax	August 20, 2024	AM Snacks Lunch PM Snacks		
25	pax	September 17, 2024	AM Snacks Lunch PM Snacks		
25	pax	October 15, 2024	AM Snacks Lunch PM Snacks		
25	pax	November 19, 2024	AM Snacks Lunch PM Snacks		
25	pax	December 10, 2024	AM Snacks Lunch PM Snacks		
Term and Conditions:		<ol style="list-style-type: none"> 1. Food will be served fresh and on time as scheduled. 2. Can provide separate meals for participants with food preference (HALAL) and those with allergy to specific food if needed. 3. The set-up should be buffet style during meals. 4. With free-flowing coffee/ chocolate drink for the entire activity. 5. With water station. 6. Dining utensils (plate, spoon & fork, etc.) should not be plastic/ disposable. 7. Menu: <ul style="list-style-type: none"> - AM/PM Snacks: <ul style="list-style-type: none"> • Pancit Molo/ Lomi/ Arroz Caldo/ Bihon/ Sandwich/ Burger/ Siopao/ Pasta • Canned drinks or soda - Lunch <ul style="list-style-type: none"> • 1 dish for pork/beef • 1 dish for fish • 1 dish for chicken • 1 dish for vegetable • Soup • Rice • Dessert • Canned drinks (soda or plant-based juices) and bottled water 			
		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