



Department of Agriculture
PHILIPPINE RURAL DEVELOPMENT PROJECT
 Regional Project Coordination Office 6
 Parola, Iloilo City 5000, Philippines
rpco6@yahoo.com/rpco6.prdp@gmail.com | (033) 320-1012 / 320-3545 | prdp.da.gov.ph
 Enabling Communities. Expanding Opportunities.

May 22, 2024

**REQUEST FOR QUOTATION
 SHOPPING**

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 PRDP RPCO 6 BAC's official canvass 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 alternation 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. The **brand** name/model of the offered item(s)/product(s) or services must be indicated, if applicable/required.
7. Price quotation(s) submitted shall be valid **NINETY (90) days** from the deadline of submission of quotations.
8. Terms of payment within – FIFTEEN (15) days after inspection and acceptance and shall be made through checks.
9. Sealed Quotation(s)/proposal(s) shall be submitted to the Office of the Procurement Unit RPCO 6, Dormitory Building, Department of Agriculture-WESVIARC, Hamungaya, Buntatala, Jaro, Iloilo City. Online or electronic submission should be password protected and send to rpco6proc@gmail.com.
10. Awarding shall be done for the whole lot. Partial Bids shall not be allowed.
11. **DEADLINE FOR SUBMISSION OF BIDS: May 29, 2024, 12:00 nn.**
12. Validity of stocks: 90 days
13. Delivery period: on the various dates stipulated herein.
14. Delivery point: Iloilo City, Province of Iloilo, Province of Neg. Occidental, Province of Antique and Province of Guimaras
15. The period of submission of the following documents are as follows:

Document	Submission Period*	
Certified True copy of Valid Mayor's/Business Permit	Before the issuance of Notice of Award	At the option of the supplier, may be submitted during the submission of its quotation
Certified True Copy of PhilGEPS Registration Number (Red or Platinum)		
*Non-submission of any or all documentary requirements within 24 hours upon notice shall disqualify the lowest offer or from award and the BAC shall proceed to evaluate the next lower offer.		

16. 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.: 2024-0061TF **EPC:** Php 639,950.00 **End-User:** PRDP RPCO 6
Solicitation No.: PRDP-RPCO-006-GS-15-24



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QTY	UNIT	ITEM DESCRIPTION	OFFERED BRAND	UNIT PRICE	TOTAL PRICE
Procurement of Food and Accommodation for Various RPCO 6 Activities by LOT					
		LOT1. PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN ILOILO CITY			
34	pax	A. IPLAN EOM Retooling: Interim Approach to PCIP Updating: July 15-17, 2024 Day 1: AM Snacks, Lunch, PM Snacks, Dinner		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner	
30	Pax	Day 1: Lodging		<hr/> Lodging	
34	pax	Day 2: Breakfast, AM Snack, Lunch, PM Snacks		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner	
15	pax	Day 2: Dinner and Lodging		<hr/> Dinner <hr/> Lodging	



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15	pax	Day 3: Breakfast, AM Snacks		<hr/> Breakfast <hr/> AM Snacks	
		B. RPCO-PPMIU 2nd Quarter Coordination Meeting Assessment and Planning Workshop on June 26-28, 2024			
30	pax	Day 1: AM Snacks, Lunch, PM Snacks, Dinner and Lodging		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner <hr/> Lodging	
30	pax	Day 2: Breakfast, AM Snacks, and Lunch)		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch	
		LOT2. PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF ILOILO			
		A. Training on Simple Bookkeeping for PRDP Beneficiaries and Data Management Record on July 3-5, 2024.			
35	Pax	Day 1: AM Snacks, Lunch, PM Snacks, Dinner and Lodging		<hr/>	



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				AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	
35	pax	Day 2: Full board meal and Lodging		Breakfast	
				AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	
35	pax	Day 3 – Breakfast, AM Snacks, PM Snacks and lunch		Breakfast	
				AM Snacks	
				Lunch	
				PM Snacks	
		B. RPCO-PPMIU IBUILD 2nd Quarter Coordination Meeting, Assessment and Planning Workshop on June 21, 2024			



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33	pax	Day 1: AM Snacks, Lunch, PM Snacks, Dinner and Lodging		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner <hr/> Lodging	
		C. Regional Project Board (RPAB) on June 20, 2024			
30	pax	Day 1: AM Snacks, Lunch and PM Snacks		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks	
		LOT3. PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF NEGROS OCCIDENTAL			
		A. Orientation of Policy Development and its Importance on June 19-21, 2024			
35	pax	Day 1: AM Snacks, Lunch, PM Snacks, Dinner and Lodging		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner <hr/> Lodging	



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35	Pax	Day 2: Full board meal and lodging		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner <hr/> Lodging	
35	pax	Day 3 -Breakfast, AM Snacks, and lunch		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks	
		LOT 4. PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF ANTIQUE			
		IPLAN PCIP Assessment (August 22-23, 2024)			
30	pax	Day 1: AM Snacks, Lunch, PM Snacks, Dinner		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner <hr/> Lodging	



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12	pax	Day 2: Breakfast, AM Snacks and lunch		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch	
LOT 5. PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF GUIMARAS					
A. IPLAN PCIP Assessment (August 8-9, 2024					
30	pax	Day 1: AM Snacks, Lunch, PM Snacks and Dinner		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner	
12	pax	Day 2: Breakfast, AM Snacks. Lunch		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch	
Provision: <ol style="list-style-type: none"> 1. Strong and reliable internet connection 2. Free over flowing brewed coffee (with sugar and creamer) 3. Wide area that can cover determined pax 4. Tarpaulin (Background, 1.5x3 meters) 5. Free use of (3) microphones, projector and extension cord 6. Free use of venue from 6:30AM to 9:30PM 					
Total					



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FOR THE BIDS AND AWARDS COMMITTEE

MICHELLE R. OLIPENDO

GEPS Posted/DA Website/1 conspicuous place

JOSEPH MARIO D. LLAMAS

Procurement Unit Head

Submission of RFQ	Signature over printed name
RFQ to be collected on	
RFQ to be submitted by supplier before deadline	

The DA RFO VI
 Bids and Awards Committee
 WESVIARC, Brgy. Buntatala
 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 specifications any or all said articles described above within date stipulated herein

 Signature over Printed Name

 Registered Name of Company

 Tax Identification No.

 Telephone number(s)

 Address

 E-mail Address

 Date Accomplished



BAGONG PILIPINAS



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