

REQUEST FOR QUOTATION
2024-557
(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 17, 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 point: **DA WESVIARC, Buntatala, Jaro, Iloilo City**
13. Delivery period: **15 days upon receipt of NTP**
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

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

PR No. 2024-1028
Solicitation No. 2024-388

ABC: Php 295,179.00

End-User: ESTER RUTH F. TORREVERDE
Contact No.

Quantity	Unit	Item Description	Brand Name/ Model Offered	Unit	Total Cost
		Procurement of Supply and Delivery of Various Training Supply and One Job Order for Layouting and Printing of Tarpaulin			
		Lot 1 -ABC - 293,679.00 Procurement of Training Supplies for Various Activity			
53	box	Ballpen (Black) 12 pcs/box			
200	Pack	Board, Special paper, A4 size, 8.3"x11.7",220pcs/pack, color cream			
300	Pcs	Certificate Holder (glass), A4 size, 8.3"x11.7"			
451	Pcs	Plastic Envelop, long size, plastic with Handle & zipper			
50	Roll	Manila Paper, 50 pcs/roll			
80	Pack	Cartolina (10/pack assorted)			
10	Box	Permanent Marker (broad, black) 12pc/box			
530	Pcs	ID Card Holder with clip			
15	Reams	Paper, Multi-purpose (copy), Long size, 8.5"x13", Substance 20/75gsm			
11	Reams	Paper, Multi Purpose (copy) A4, substance 20/75 gsm			
40	Set	Metacards, assorted colors (500 sheets/set)			
200	Pcs	Certificate Holder (plastic) A4, size, 8.3" x 11.7"			
70	Pcs	Record Book, 500 pages size: 214mm x 278mm min			
30	Pcs	Record Book, 80 leaves			
200	Pcs	Alcohol, Ethyl, repack in 50-75 ml (70%) with DA 4K logo			
100	Pcs	Notebook, 80 leaves			
4	Pcs	White Board, 4x5 ft with stand			
50	Pcs	A4 Water Sticker paper waterproof			
35	Pcs	USB, 128 GB			
30	Pcs	Plastic Envelop (Clear, with snap, 1 button) long size			
		Lot 2- ABC- 1,500.00 One Job Order Layouting and Printing of Tarpaulin			
3	pcs	Tarpaulin 4x6 ft			
		Terms and conditions: <i>Follow the item description and specifications listed above</i>			
		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