

August 6, 2024  
Date

**REQUEST FOR QUOTATION**  
2024-584  
(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: August 13, 2024 at 5:00 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: WESVIARC, Brgy. Buntatala Jaro, Iloilo City
13. Delivery period: 15 days
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.

**PR No. 2024-0805**

**ABC: Php 254,890.00**

**End-User: LUISA P. FULGUERAS**

**Solicitation No. 2024-402**

**Contact No.**

Quantity	Unit	Item Description	Brand Name/ Model Offered	Unit Price	Total
		<b>Procurement of Supply and Delivery of Various Office Supply</b>			
		<b>Lot 1-ABC-233,391.00</b>			
10	gallon	Rubbing Alcohol (70%) (gallon)			
4	bottle	Alcohol ethyl 500 ml/ bottle			
3	bottle	Denatured Alcohol (95%, ethanol) (2.5L/bottle)			
4	bottle	Denatured alcohol 350cc/bottle			
12	gallon	Denatured Alcohol (gallon)			
30	box	Vinyl gloves (100/box)			
20	box	Surgical Mask (100/box)			
30	gallon	Bleach (gallon)			
10	pairs	Laboratory Sandals (Medium, White)			
8	pc	Laboratory Gown (Medium)			
3	box	Surgical Blade (small, 100pcs/box)			
10	roll	Tissue (kitchen towel paper)			
2	pack	Paper towel 2 ply 2 rolls/pack			
10	pc	Liquid Hand Soap (750ml/bottle)			
34	pc	plastic tray organizer (38cm x 26cm x 6cm)			
4	pc	Aluminum Basin, 22 inches diameter			
3	Unit	Plastic Film Sealer, 300mm sealing length, 3mm sealing width, 0.4mm Sealing Thickness, for sealing packed vegetable seeds			
207	pcs	Distilled water, 10 liters/container			
60	pouch	Detergent powder w/ antibac 1 kg/pouch			
3	roll	Aluminum foil 8 m/roll			
1	pack	Rubber band 1 kilo/pack			
31	box	Surgical gloves disposable latex 100pc/box			
3	gallon	Broom walis tambo			
2	pc	Mop (Microfiber complete set)			
2	pc	Steel rack 5 layers 100cmx40cmx180cm			
5	pc	Led bulb pro series 18 watts day light			
8	pc	Plastic pail with cover 16 liters capacity			
4	pc	Winnowing basket (square)			
4	pc	Laundry chair, medium, good quality			
16	can	Insecticide (multi insect killer) aerosol type (600ML/can)			
12	roll	Absorbent cotton (400 g/roll)			
6	pc	Brush for Bottle, heavy duty			
75	pc	Garbage Bag (black) (10 pcs/roll) Extra Large			
50	pc	Masking Tape1" (good quality)			
20	pc	Disposable Face Mask (clinical) 100 pcs/ box			
55	pack	Refine sugar, white 1 kg/pack			
5	pc	Kitchen Knife 6" blade (Stainless steel)			
10	pc	Scissors (big, heavy duty) 6" blade			
50	pc	Fluorescent Lamp (40 watts)			
10	pc	Fluorescent Lamp (20 watts) for UV			
10	pc	Fluorescent Lamp (40 watts) for UV			
20	roll	Scotch Tape 1" thick roll			
10	roll	Duct tape 2" thick roll			
20	pcs	Pot holder			
20	pcs	Spray bottle (500 ml capacity)			
30	packs	Interfolded paper napkins			
1	SET	Gas stove (twin burner) heavy duty, coil type			



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

2	pc	Gasul with Tank			
2	pc	casserole, stainless steel (10L) capacity			
20	Pc	Sponge with scrub			
25	Pc	Steel wool			
20	Packs	Autoclavable plastic (12"x15') 0.25mm thickness			
<b>Lot 2-ABC-18,999.00</b>					
1	Set	Moisture Meter, Digital battery operated for vegetable seeds			
1	Pc	Weighing scale (1000 g capacity)			
<b>Lot 3-ABC – 2,500.00</b>					
5	Pc	Bolo, wood handle 12" blade length			
<b>TOTAL</b>					

For the Bids and Awards Committee:

\_\_\_\_\_  
**REIN T. OROCIO**  
 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