

August 6, 2024
Date

REQUEST FOR QUOTATION
 2024-891
 (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 9, 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 period: **as stated at the description**
13. Delivery point: **as stated at the description**
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. 2024-1365

ABC: Php 195,750.00

End-User: FRANCIS G. CAPINO

Solicitation No. 2024-578

Contact No.

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of supply and delivery of catering services for the conduct of Sustainable Mushroom Production Training with Starter Kit			
		Lot 1 - ABC (Php 53,250.00) Mushroom Production Training with Starter Kit, Batch 1 at Office of the Provincial Agriculturist, Kalibo, Aklan on August 21-23, 2024			
5	pax	Day 1	Lunch PM Snacks Dinner Accommodation		
5	pax	Day 2	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
5	pax		Dinner Accommodation		
5	pax	Day 3	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
		Lot 2 - ABC (Php 47,500.00) Mushroom Production Training with Starter Kit, Batch 2 at Provincial Office for Agricultural Services, Jordan, Guimaras on August 28-30, 2024			
5	pax	Day 1	PM Snacks Dinner Accommodation		
5	pax	Day 2	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
5	pax		Dinner Accommodation		
5	pax	Day 3	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
		Lot 3 - ABC (Php 47,500.00) Mushroom Production Training with Starter Kit, Batch 3 at Office of the Provincial Agriculturist, San Jose, Antique on September 4-6, 2024			
5	pax	Day 1	PM Snacks Dinner Accommodation		
5	pax	Day 2	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
5	pax		Dinner Accommodation		

5	pax	Day 3	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
Lot 4 – ABC (Php 47,500.00) Mushroom Production Training with Starter Kit, Batch 4 at Provincial Agriculture Office, Roxas, Capiz on September 11-13, 2024					
5	pax	Day 1	PM Snacks Dinner Accommodation		
5	pax	Day 2	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
5	pax		Dinner Accommodation		
5	pax	Day 3	Breakfast		
35	pax		AM Snacks Lunch PM Snacks		
Terms and Conditions:		<ul style="list-style-type: none"> • Transport cost is inclusive on the price per unit • On site delivery 			
TOTAL					

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