



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

**August 20, 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](mailto:rpco6proc@gmail.com).
10. Awarding shall be done for the whole lot. Partial Bids shall not be allowed.
11. **DEADLINE FOR SUBMISSION OF BIDS: August 27, 2024, 12:00 nn.**
12. Validity of stocks: 90 days
13. Delivery period: on the date stipulated herein.
14. Delivery point: Province of Iloilo; Province of Antique; Province of Aklan
15. The period of submission of the following documents are as follows:

Document	
Certified True copy of Valid <b>Mayor's/Business Permit</b>	The supplier must submit the 2 documents during the submission of quotation
Certified True Copy of <b>PhilGEPS Registration Number</b> (Red or Platinum)	
*Non-submission of any or all documentary requirements shall disqualify the lowest offer 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.:** 2024-1572 **EPC:** lot1. Php 75,000.00; lot2. Php37,250.00; lot3. Php163,000.00  
**End-User:** PRDP RPCO 6  
**Solicitation No.:** PRDP-RPCO-006-GS-024-24



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QTY	UNIT	ITEM DESCRIPTION	OFFERED BRAND	UNIT PRICE	TOTAL PRICE
<b>Procurement of Food and Accommodation for Various RPCO 6 Activities by LOT (IREAP Component)</b>					
		<b>LOT 1- PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACITIVITIES IN THE PROVINCE OF ILOILO</b>			
30	pax	<b>A. Regional Project Advisory Board Review for IREAP Negros Occidental SP on Sept. 30, 2024</b> Day 1: AM Snacks, Lunch, PM Snacks		AM Snacks Lunch PM Snacks	
5	Pax	Day 1: Dinner and Lodging		Dinner Lodging	
SUB TOTAL:					
		<b>B. B. Regional Project Advisory Board Review for IREAP Antique SP on Oct. 28, 2024</b>			
30	pax	Day 1: AM Snacks, Lunch, PM Snacks		AM Snacks Lunch PM Snacks	
5	pax	Day 1: Dinner and Lodging		Dinner Lodging	
SUB TOTAL:					



*Masaganang Agrikultura,  
Mawlaad na Ekonomiya*

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		<b>C. Regional Project Advisory Board Review for IREAP Aklan SP on Nov. 6, 2024</b>			
30	pax	Day 1: AM Snacks, Lunch, PM Snacks		AM Snacks Lunch PM Snacks	
5	pax	Day 1: Dinner and Lodging		Dinner Lodging	
SUB TOTAL:					
TOTAL:					
		<b>LOT 2- PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF ANTIQUE</b>			
		<b>A. RPCO Technical Review with Industry Experts for Antique's Proposed Scale UP SPs on Sept 12-13, 2024</b>			
25	pax	Day 1: AM Snacks, Lunch, PM Snacks		AM Snacks Lunch PM Snacks	



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15	pax	Day 1: Dinner and Lodging		Dinner	
				Lodging	
15	pax	Day2: Breakfast		Breakfast	
25	pax	Day 2: AM Snacks		AM Snacks	
<b>TOTAL:</b>					
<b>LOT 3- PROCUREMENT OF FOOD AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF AKLAN</b>					
<b>A. Orientation/Strengthening of PPMIU Implementers for PRDP Scale UP and Business Model Preparation with FCAs and Private Sectors on September 4-6, 2024 (Catering Services)</b>					
40	Pax	Day 1: AM Snacks, Lunch, PM Snacks		AM Snacks	
				Lunch	
				PM Snacks	
30	pax	Day 2: AM Snacks, Lunch, PM Snacks		AM Snacks	
				Lunch	
				PM Snacks	
30	pax	Day 3 – AM Snacks, Lunch, PM Snacks		AM Snacks	
				Lunch	
				PM Snacks	
<b>SUB TOTAL:</b>					



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		<b>B. Business Plan Enhancement/Compliance Review, Finalization and Packaging on October 8-10, 2024</b>			
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, Lunch, PM Snacks, Dinner and Lodging		<hr/> Breakfast <hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks <hr/> Dinner <hr/> Lodging	
30	pax	Day 3: Breakfast		<hr/> Breakfast	
<b>SUB TOTAL:</b>					
<b>TOTAL:</b>					
		<b>Provision:</b>			
		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			
<b>Total</b>					



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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