

September 11, 2024
Date

REQUEST FOR QUOTATION
2024-690
(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: **September 16, 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: **within stated venue**
13. Delivery point: **September 2024**
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. 2024-1188

ABC: Php 480,000.00

End-User: ESTER RUTH F. TORREVERDE

Solicitation No. 2024-459

Contact No.

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Catering Services for the Conduct of Training on Vegetable Production for Palayamanan			
		Lot 2 - ABC (Php 120,000.00)			
		Venue: Dumarao, Capiz			
		Dumarao, Capiz – 3 rd Batch (September 17-20, 2024)			
50	pax	September 17, 2024	AM Snacks Lunch PM Snacks		
50	pax	September 18, 2024	AM Snacks Lunch PM Snacks		
50	pax	September 19, 2024	AM Snacks Lunch PM Snacks		
50	pax	September 20, 2024	AM Snacks Lunch PM Snacks		
		Lot 3 - ABC (Php 120,000.00)			
		Venue: San Carlos City, Negros Occidental			
		San Carlos City, Negros Occidental – 4 th Batch (September 24-27 2024)			
50	pax	September 24, 2024	AM Snacks Lunch PM Snacks		
50	pax	September 25, 2024	AM Snacks Lunch PM Snacks		
50	pax	September 26, 2024	AM Snacks Lunch PM Snacks		
50	pax	September 27, 2024	AM Snacks Lunch PM Snacks		
		Terms and conditions: 1. Food must be pack and delivered on time 2. Provide cups for coffee and hot choco 3. Provide extra water			
		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