

October 15, 2024
Date

REQUEST FOR QUOTATION
2024-1185
(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: **October 18, 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: **PAFC-Guimaras at Jordan, Guimaras; MAFCs at the respective Office of Municipal Agriculturist/ FITS Center/ MAFC Office**
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. 2024-0120 TF
Solicitation No. 2024-734

ABC: Php 96,000.00

End-User: ATTY. ROLIN M. ASUNCION
Contact No. 337-2586

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Catering Services during the conduct of PAFC-Guimaras and three (3) MAFCs: San Lorenzo, Buenavista, and Sibunag Meetings for CY 2024			
		PAFC-Guimaras Meeting			
12	pax	November 6, 2024 (Chairperson and Coordinators Meeting)	AM Snack Lunch PM Snack		
20	pax	November 22, 2024 (Sectoral Meeting)	AM Snack Lunch PM Snack		
20	pax	December 13, 2024 (Sectoral Meeting)	AM Snack Lunch PM Snack		
20	pax	December 19, 2024 (Sectoral Meeting)	AM Snack Lunch PM Snack		
		MAFC- Buenavista Sectoral Meeting			
20	pax	November 18, 2024	Lunch		
20	pax	December 9, 2024	Lunch		
		MAFC- San Lorenzo Sectoral Meeting			
20	pax	November 19, 2024	Lunch		
20	pax	December 10, 2024	Lunch		
		MAFC- Sibunag Sectoral Meeting			
20	pax	November 20, 2024	Lunch		
20	pax	December 11, 2024	Lunch		
		Terms and Conditions: 1. Supplier from the Province of Guimaras 2. Food is prepared within the day 3. Packed snacks 4. Lunch consists of rice, viand (vegetables and fried/ grilled meat/ fish) and drinks			
		TOTAL			

For the Bids and Awards Committee:

REIN O. 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