



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

PR# 2024-1760

**October 4, 2024**  
Date

**REQUEST FOR QUOTATION**  
2024-1137  
(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. The brand name/model of the offered item(s)/product(s) or services must be indicated, if applicable/required.
7. Sealed Quotation(s) / Proposal(s) shall be manually submitted to DA Western Visayas, BAC Secretariat Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City with the **Name of Supplier, PR Number, and Deadline for Submission**.
8. **DEADLINE FOR SUBMISSION OF BIDS: October 7, 2024 at 5:00 pm.**
9. Price quotation(s) submitted shall be valid for a period of 45 days reckoned from the deadline for submission of quotations.
10. Awarding shall be done for the whole lot. Partial bids shall not be allowed.
11. Validity of stocks: 60 days
12. 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.
13. Delivery period: **On/before the stated dated of activity**
14. Delivery point: **Iloilo City**
15. 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)	

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.



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**PR No. 2024-1760**  
**Solicitation No. 2024-703**

**ABC: Php 112.800.00**

**End-User: GLENN L. MARIANO**  
**Contact No.:**

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		<b>Procurement of Training Supplies to be used for the conduct of National Livestock Program 3<sup>rd</sup> Quarter Assessment &amp; Planning Workshop on October 21-25, 2024 at Negros Occidental</b>			
94	pc	Customized Insulated Mug (Hot and Cold 14oz; Color: White) Good quality, pls see attached layout			
94	pc	Customized tote bags, to fit in legal size toolkits (color: Navy Blue; Size: 15" L x 12" W) pls see attached layout			
94	pc	Customized crafted notebook (50 leaves, Length 21cm, width 14.5 cm) pls see attached layout			
94	pc	Customized ballpen, black			
Terms and Conditions:		Supplier must be within Western Visayas			
		<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