

October 14, 2024
Date

REQUEST FOR QUOTATION
2024-1181
(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 21, 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. 2024-1856
Solicitation No. 2024-730

ABC: Php 92,400.00

End-User: ENGR. JIMMY G. ELEDIA JR
Contact No.

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Catering Services for the conduct of Briefing on the Operationalization of Disaster Risk Reduction – Management Information System (DRRMIS) for Agricultural Extension Workers (AEWs)			
		Venue: Province of Guimaras and Negros Occidental			
		Lot 1 – ABC (Php 41,400.00) Jordan, Guimaras			
30	pax	Batch 1: November 19, 2024	AM Snacks Lunch PM Snacks		
30	pax	Batch 2: November 20, 2024	AM Snacks Lunch PM Snacks		
		Lot 2 – ABC (Php 51,000.00) Bacolod City, Negros Occidental			
60	pax	November 19, 2024	AM Snacks Lunch PM Snacks		
	Terms and Conditions:	<ul style="list-style-type: none"> - Snacks – special bread/ sandwiches and bottled water and Fruit Juice Drinks - Lunch – meat and chicken with veggies, dessert and fruit juice drink/ soda <i>*preferably no pasta</i> - Food must be delivered on time at the venue - Drinks must be chilled before serving 			
		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