

February 7, 2025  
Date

**REQUEST FOR QUOTATION**  
**2025-184**  
**(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: **February 12, 2025 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: **based on the scheduled date of activity**
13. Delivery point: **PGO Conference Room, Capitol Site, Kalibo, Aklan, San Jose, Antique, Province of Capiz, AFC San Miguel Jordan, Guimaras & Iloilo City**
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. 2025-0271      ABC: Php 643,000.00**  
**Solicitation No. 2025-123**

**End-User: MARIA TERESA T. SOLIS**  
**Contact No.**

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Food Services for the Conduct of Provincial Agricultural Stakeholders Forum in the Province of Aklan, Antique, Capiz, Guimaras & Iloilo			
		<b>LOT 1 - ABC (Php 102,600.00)</b> PROVINCE OF AKLAN			
45	pax	March 28, 2025	AM Snacks Lunch		
45	pax	April 24, 2025	AM Snacks Lunch		
45	pax	May 30, 2025	AM Snacks Lunch		
45	pax	June 27, 2025	AM Snacks Lunch		
		<b>LOT 2 - ABC (Php 128,000.00)</b> PROVINCE OF ANTIQUE			
50	pax	March 19, 2025	AM Snacks Lunch		
50	pax	April 16, 2025	AM Snacks Lunch		
50	pax	May 21, 2025	AM Snacks Lunch		
50	pax	June 18, 2025	AM Snacks Lunch		
		<b>LOT 3 - ABC (Php 128,000.00)</b> PROVINCE OF CAPIZ			
50	pax	March 12, 2025	AM Snacks Lunch		
50	pax	April 9, 2025	AM Snacks Lunch		
50	pax	May 14, 2025	AM Snacks Lunch		
50	pax	June 11, 2025	AM Snacks Lunch		
		<b>LOT 4 - ABC (Php 68,400.00)</b> PROVINCE OF GUIMARAS			
30	pax	March 4, 2025	AM Snacks Lunch		
30	pax	April 1, 2025	AM Snacks Lunch		
30	pax	May 6, 2025	AM Snacks Lunch		
30	pax	June 3, 2025	AM Snacks Lunch		
		<b>LOT 5 - ABC (Php 216,000.00)</b> PROVINCE OF ILOILO			
80	pax	March 11, 2025	AM Snacks Lunch		
80	pax	April 8, 2025	AM Snacks Lunch		

80	pax	May 13, 2025	AM Snacks Lunch		
80	pax	June 10, 2025	AM Snacks Lunch		
		Terms and Conditions: 1. Food must be delivered on time at the venue. 2. Must provide free flowing water and coffee/ choco during the entire meeting duration aside from drinks included in the meal and snacks package.			
		<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