



Republic of the Philippines
DEPARTMENT OF AGRICULTURE WESTERN VISAYAS
 Hamungaya, Brgy. Buntatala, Jaro, Iloilo City
 procurement@wv.da.gov.ph | (033) 320-2373

PR# 2025-0297

February 18, 2025
 Date

REQUEST FOR QUOTATION
 2025-178
 (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: February 25, 2025 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: 30 days upon receipt of NTP**
- 14. Delivery point: DA WESVIARC, Buntatala, Jaro, 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. 2025-0297

ABC: Php 162,400.00

End-User: GLENDA A. HIMATAY

Solicitation No. 2025-118

Contact No.:

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement and Delivery of Office Tables, Chairs and Dispenser			
2	unit	Table with 4 Fixed Drawers <ul style="list-style-type: none"> - Material: Particle board and MDF with Melamine - Frame & Handle: Aluminum - Weight Capacity: 200kgs - Measurements: <ul style="list-style-type: none"> • Width: 240 cm • Depth: 120 cm • Height: 100 cm - Color: Oak 			
2	unit	Office Desk w/ 3 Drawers <ul style="list-style-type: none"> *Three built-in drawers on the right side - Materials: <ul style="list-style-type: none"> * Top: MDF with ash wood veneer in outside, okoume wood veneer inside, drawer front: PB melamine with white color painting * Leg: Pine wood with white color painting - Weight Capacity: 20 kgs - Measurements: <ul style="list-style-type: none"> * Width 120 cm * Depth: 55 cm * Height: 75.2 cm - Color: <ul style="list-style-type: none"> * Top Panel: Natural * Others: White * Handle: Black 			



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5	unit	Swivel Chair <ul style="list-style-type: none"> • With 360 degree rotation • With adjustable hydraulic Material: • Steel Plastic and fabric padded Size: 102 cm – 112 cm (height); 62 cm (width); • Sit height: 45-55 cm • Color: Dark Black; sit pad (light gray) 			
1	unit	Dispenser <ul style="list-style-type: none"> • Stylish Hot, Normal and Cold • Triple fucet • With LED Indicator • With storage cabinet • With Empty bottle indicator light • Bottom Loading: 3-5 gallons jug • 100 watts cooling power down to = 10C • 550 watts heating power up to 95C • 2.0 liters per hour cooling Capacity • 5.0 liters per hour heating Capacity - Measurements: L (12”) x W (13”) x H (41”) - Color: Black 			
		TOTAL			



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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