



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

PR# 2025-0382

February 17, 2025
Date

REQUEST FOR QUOTATION
2025-218
(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 24, 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-RAFIS Office, WESVIARC Compound**
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. 2025-0382

ABC: Php 62,000.00

End-User: JAMES EARL E. OGATIS

Solicitation No. 2025-150

Contact No.:

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		One Job Order for encoding, lay outing, editing and printing of High Value Crops Development Program (HVCDP) IEC materials			
		BOOKLETS			
500	pcs	Cacao Technology Resource Manual <ul style="list-style-type: none"> Size: 6 inches x 9 inches Cover: Krome Kote 189, one-sided coated, colored Inside Paper: Book 60, black and white No. of Pages: 80 			
500	pcs	Pagprodukto ng Kape <ul style="list-style-type: none"> Size: 6 inches x 9 inches Cover: Krome Kote 189, one-sided coated, colored Inside Paper: Book 60, colored No. of Pages: 16 			
Terms and Conditions:		<ul style="list-style-type: none"> Suppliers should have physical and operational satellite office within Iloilo for smooth and easy transactions (for the editing and approval) The suppliers should present up to three drafts to the end-user before final printing. The suppliers should present one actual sample for approval of the end-user prior to mass production The suppliers should provide the end-user with electronic copies of all IEC materials approved for printing saved in USB flash drive The suppliers shall deliver the IEC materials to the RAFIS Office 30 days delivery period 			
		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