

February 13, 2025
Date

REQUEST FOR QUOTATION
2025-211
(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 17, 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: **as stated at the description**
13. Delivery point: DA-R4D Conference Room, WESVIARC, Hamungaya, Jaro, 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. 2025-0411

Solicitation No. 2025-147

ABC: Php 60,000.00

End-User: ZARLINA B. CUELLO

Contact No.

Quantity	Unit	Item Description	Meals	Unit Price	Total
		Procurement of Supply and Delivery of Catering Services for the Conduct of GFPS Quarterly Meeting			
20	pax	1 st Quarter Meeting February 20, 2025	AM Snacks Lunch PM Snacks		
20	pax	2 nd Quarter Meeting June 5, 2025	AM Snacks Lunch PM Snacks		
20	pax	3 rd Quarter Meeting September 4, 2025	AM Snacks Lunch PM Snacks		
20	pax	4 th Quarter Meeting November 20, 2025	AM Snacks Lunch PM Snacks		
Terms and Conditions:		AM Snacks: Either of these: creamy carbonara with Toasted Bread and Lemonade/pancit bihon with bread and coke/ hamburger with fries and calamansi juice/ siopao and orange juice			
		Lunch: Either of these: Plain rice, fried chicken, karne frita, chopsuey, fruit salad, coke/Plain rice, sweet and sour fish fillet, pork afritada, pinakbet, brownies, coke/ Plain rice, chicken curry, lumpia shanghai, chopsuey, buko pandan salad, coke/ Plain rice, fried chicken, beef with broccoli, stir fried vegetables, crema de frutta			
		PM Snacks: Either of these: pancit bihon with bread and calamansi juice/ ham and cheese sandwich with chips and orange juice/ baked mac with bread and C2/ Spaghetti with toasted bread and lemonade			
		*with standby coffee or chocolate drinks throughout the activity			
		*availability of hot and cold water			
		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