



Department of Agriculture
PHILIPPINE RURAL DEVELOPMENT PROJECT
Regional Project Coordination Office 6
Parola, Iloilo City 5000, Philippines
rpco6@yahoo.com / rpco6.prdp@gmail.com | (033) 320-1012 / 320-3545 | prdp.da.gov.ph
Enabling Communities. Expanding Opportunities.

Feb. 3, 2025

REQUEST FOR QUOTATION SHOPPING

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 PRDP RPCO 6 BAC's official canvass 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 alternation 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. Price quotation(s) submitted shall be valid **NINETY (90) days** from the deadline of submission of quotations.
8. Terms of payment within – FIFTEEN (15) days after inspection and acceptance and shall be made through checks.
9. Sealed Quotation(s)/proposal(s) shall be submitted to the Office of the Procurement Unit RPCO 6, Dormitory Building, Department of Agriculture-WESVIARC, Hamungaya, Buntatala, Jaro, Iloilo City. Online or electronic submission should be password protected and send to rpco6proc@gmail.com.
10. Awarding shall be done for the whole lot. Partial Bids shall not be allowed.
11. **DEADLINE FOR SUBMISSION OF BIDS: February 10, 2025, 12:00 pm.**
12. Validity of stocks: N/A
13. Delivery period: on the various date stipulated herein.
14. Delivery point: Iloilo City; Negros Occidental
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	

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.

PR NO.: 2025-0009TF **EPC:** lot1. Php 78,125.00; lot2. Php39,000.00
End-User: PRDP RPCO 6 – IREAP AND IPLAN COMPONENT
Solicitation No.: PRDP-RPCO-006-GS-04-25-AF2



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QTY	UNIT	ITEM DESCRIPTION	OFFERED BRAND	UNIT PRICE	TOTAL PRICE
PROCUREMENT OF CATERING SERVICES FOR THE VARIOUS RPCO 6 ACTIVITIES BY LOT (IREAP AND IPLAN COMPONENT)					
LOT 1- PROCUREMENT OF CATERING SERVICES FOR THE VARIOUS ACTIVITIES IN ILOILO CITY					
A. [IPLAN] RPCO 6 TARGET SETTING FOR FY 2025 (February 19, 2025)					
50	pax	AM Snacks, Lunch, PM Snacks		<div>AM Snacks</div> <div>Lunch</div> <div>PM Snacks</div>	
SUB TOTAL:					
B. [IPLAN] Coordination Meeting with KII Members for RICE VCA (February 18, 2025)					
30	pax	AM Snacks, Lunch, PM Snacks		<div>AM Snacks</div> <div>Lunch</div> <div>PM Snacks</div>	
SUB TOTAL:					
C. [IPLAN] RRPCO 6 PRDP Management Committee Meeting on February 20, 2025					
15	pax	AM Snacks and Lunch		<div>AM Snacks</div> <div>Lunch</div> <div>PM Snacks</div>	
SUB TOTAL:					
TOTAL (LOT 1):					



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		LOT 2- PROCUREMENT OF CATERING SERVICES FOR THE ACTIVITIES IN THE PROVINCE OF NEGROS OCCIDENTAL			
[IREAP] A. Pre-implementation meeting / Dialogue with the Proponent Group for the Implementation of IREAP AF2 funded Subprojects (February 18-21, 2025) *Catering Services					
30	pax	Day 1: AM Snacks, Lunch, and PM Snacks (packed food)		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks	
30	pax	Day 2: AM Snacks, Lunch, and PM Snacks (packed food)		<hr/> AM Snacks <hr/> Lunch <hr/> PM Snacks	
TOTAL (LOT 2):					
GRAND TOTAL (Lot 1 and 2)					

FOR THE BIDS AND AWARDS COMMITTEE

MICHELLE R. OLIPENDO
 GEPS Posted/DA Website/1 conspicuous place

JOSEPH MARIO D. LLAMAS
 Procurement Unit Head

Submission of RFQ	Signature over printed name
RFQ to be collected on	
RFQ to be submitted by supplier before deadline	



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The DA RFO VI
Bids and Awards Committee
WESVIARC, Brgy. Buntatala
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 specifications any or all said articles described above within date stipulated herein

Signature over Printed Name

Registered Name of Company

Tax Identification No.

Telephone number(s)

Address

E-mail Address

Date Accomplished