



Republic of the Philippines
DEPARTMENT OF AGRICULTURE WESTERN VISAYAS
 Parola, Fort San Pedro, Iloilo City
 procurement@wv.da.gov.ph | (033) 320-2373

PR# 2025-0503

March 17, 2025
 Date

REQUEST FOR QUOTATION
 2025-324
 (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, 3rd Floor Regional Field Office 6, Parola, Iloilo City with the **Name of Supplier, PR Number, and Deadline for Submission.**
8. **DEADLINE FOR SUBMISSION OF BIDS: March 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 CD after receipt of NTP**
14. Delivery point: **DA-RFO VI (ESETS Unit) Operations Division, Parola, 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.



BAGONG PILIPINAS



Masaganang Agrikultura,
Maunlad na Ekonomiya

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PR No. 2025-0503

ABC: Php 364,150.00

End-User: RYAN V. RASGO

Solicitation No. 2025-218

Contact No.:

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of Training Kits & materials for the Conduct of Scaling Rice Technologies (System of Rice Intensification (SRI), Palayamanan and AgroEcology in Western Visayas			
270	piece	Customized Notebook (15x21cm) 50 leaves			
50	box	Gel Ink Pen (.5mm) 12 pcs per box: black			
5	box	Gel Ink Pen (.5mm) 12 pcs per box: red			
60	ream	Bond Paper, Multi-purpose, long (8.5 inches x 13 inches)			
60	ream	Bond Paper, Multi-purpose, short (8.5 inches x 11 inches)			
60	ream	Bond Paper, Multi-purpose, A4 (8.3 inches x 11.7 inches)			
20	box	Ballpen, Black, 12 pcs per box			
100	piece	Customized Certificate Holder, Color: Green with DA Logo, Size: A4/piece			
100	piece	Customized ID Badge Holder with lanyard			
30	pack	Specialty paper, pale cream, 90 gsm, A4, 10 sheets per pack			
100	piece	Zippered Plastic Envelope with handle and Stickered DA Logo (long) any available color/piece			
5	piece	Storage box (Plastic with roller, 95L)			
20	box	Marker-permanent (broad-black) 12 pcs per box			
50	piece	Correction Tape			
50	piece	Highlighter pen, Assorted color (piece)			
50	set	Sign Here, Sticky Notes (.5" x 1.7") 5x25 sheets/ set			
5	piece	Scissors: All Purpose Scissors Stainless Steel; for Office, home, General Use Craft Supplies (piece)			
20	box	Crayons 24 color per box			
20	pack	Rough Satin Photo Paper Size: A4; 20 sheets pack Super Premium satin Vivid color Quality: Pure White, Photographic Quick Dry			
		TOTAL			



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For the Bids and Awards Committee:

REIN T. OROCIO
 Head, BAC-Secretariat

DA WESTERN VISAYAS
 Bids and Awards Committee
 Regional Field Office 6,
 Parola, 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