



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

PR# 2025-0518

**March 21, 2025**

Date

**REQUEST FOR QUOTATION**

2025-339

(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, 3<sup>rd</sup> 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 28, 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 6, Parola, Iloilo City
15. The period of submission of the following documents are as follows:

Document	Submission Period*
Certified True Copy of Valid <b>Mayor's/Business Permit</b>	Should be submitted upon submission of Request for Quotation
Certified True Copy of <b>PhilGEPS Registration Number</b> (Red or Platinum)	
<b>Omnibus Sworn Statement</b> (for ABC above Php 50,000.00)	
<b>Income Tax Return</b> (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.



**PR No. 2025-0518**

**ABC: Php 269,790.00**

**End-User: RYAN V. RASGO**

**Solicitation No. 2025-232**

**Contact No.:**

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of Training Supplies and PPEs for the conduct of Training of Trainers for Local Farmer Technicians in Irrigated & Rainfed Ecosystem and LFT Capability Enhancement Training			
		<b>Lot 1 – ABC (Php 63,990.00)</b>			
		Training Supplies			
130	Pcs	Notebook (80 leaves)			
10	Box	Ballpen (Black)			
105	Pcs	Cartolina (5 Different Color)			
10	Bottle	Alcohol 70% ethyl (500ml)			
30	Roll	Tape (masking 24mm. 50m length)			
5	Box	Pencil #2 lead with eraser, one dozen per box			
20	Ream	Bondpaper (short size, substance 20)			
20	ream	Bondpaper (long size, substance 20)			
5	ream	Bondpaper (legal size, substance 20)			
20	ream	Bondpaper (A4, substance 20)			
40	Pcs	ID Holder with green lace (1/2 inch)			
5	Box	Pentel Pen (permanent/ broad point/ black)			
35	Pack	Laid paper, specialty paper (white/ 10 sheets 185gsm, A4)			
130	Pcs	Manila Paper			
130	Pcs	Certificate Holder, Non glass (A4) piece			
80	Pcs	Expanding Envelope (Long size) piece			
20	Box	Crayons 16 color per box			
10	Roll	Tape (clear 24mm, 50m length)			
3	Pcs	Stapler no. 35 HD50			
5	Pcs	Scissors; all purpose scissors stainless steel; for office, home, general use craft supplies			
10	Box	Binder clips (3/4” and 2”) 12 pcs per box			
35	Pcs	Roller ballpen; water based gel; stainless steel pipe 0.3mm (Black)			
5	Pcs	Roller ballpen; water based gel; stainless steel pipe 0.3mm (Green)			
		<b>Lot 2 – ABC (Php 205,800.00)</b>			
		PPEs			
		Sweat Shirt with DA Logo			
10	Pcs	XXL			
15	Pcs	Extra Large			
20	Pcs	Large			
50	Pcs	Medium			
25	Pcs	Small			



		Bota Rainboots mens and lady Hightube Rainshoes (Upper material: PVC plastic; Sole Material: PVC Material; Shoe height: 60 cm)/pair			
		Sizes:			
10	Pair	#35			
10	Pair	#36			
20	Pair	#37			
20	Pair	#38			
20	Pair	#39			
20	Pair	#40			
6	Pair	#41			
5	Pair	#42			
5	Pair	#43			
2	Pair	#44			
2	Pair	#45			
120	Pcs	Customized Farmers Hat with DA Logo			
		<b>TOTAL</b>			

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