



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

PR# 2025-0539

**March 14, 2025**  
Date

**REQUEST FOR QUOTATION**  
2025-345  
(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 21, 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: **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.



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**PR No. 2025-0539**

**ABC: Php 594,991.00**

**End-User: JONIC F. NATIVIDAD**

**Solicitation No. 2025-236**

**Contact No.:**

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of Supply and Delivery of Information and Communication Equipment			
1	unit	<b>Scanner</b> , Scanner Type: A4 sheet-fed, one-pass duplex colour scanner, Sensor Type: Contact Image Sensor (CIS) x 2, Scanning Method: Fixed Carriage and moving document, Light Source: RGB LED, Optical Resolution: 600 x 600 dpi*1, Output Resolution: 50-1,200 dpi (in 1 dpi increments), Scanner Bit Depth (Colour): 48-bit input, 8 bit output, Scanner Bit Depth (Grayscale): 16 bit input, 8-bit output, Min Document Size: 50.8 x 50.8 mm, Max Document Size: 215.9 x 3,048 mm, Supported Paper Weight: 50-209g/m2, less than A8 size: 127-209g/m2, Output File Formats: JPEG TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG, Document Capture Pro (Win): JPEG, BMP, PDF, Searchable PDF, TIFF, Mulyi-TIFF,PNG, DOCX, XLSX, PPTX			
2	unit	<b>Printer</b> , with document feeder, Print, Scan, Copy, Compact integrated tank design, Print speeds up to 15.5ipm for black and 8.5ipm for colour, Maximum Resolution 4800 x 1200 dpi, Audio-duplex Printing, ADF Capability, Ethernet/Wi-Fi Direct/USB 2.0, Smart Panel to control your printer from smart phones and tablets so you can print, copy, scan, connect to Wi-Fi and troubleshoot directly through the app, With LCD Control Panel and Borderless printing upto A4 Size			



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3	unit	<b>Printer</b> , Compact integrated tank design, heat-free technology, atleast 5760 x 1440 dpi Maximum Resolution			
9	unit	<b>Laptop</b> , Processor: "14"" anti glare display, FHD (1920x1080), 16:9 aspect ratio, LED backlit, Intel Core i5-1335U Processor 1.3 GHz (12M cache, up to 4.6GHz, 10 cores, Intel UHD Graphics, 8GB DDR4, 512 GB M.2 2280 NVMe PCIe 4.0 SSD, expansion slots (1xDDR4 SO-DIMM & 1xm.2 2280 PCIe 4.0x4), 720p HD camera with privacy shutter, WiFi 6e, Bluetooth 5.3 wireless card, I/O ports ( 1xUSB 2.0 type A, 3.2 gen 1 Type A, 1x USB 3.2 Gen 1 type C power delivery, 1xUSB 3.2 Gen 2 Type C support display/power delivery, HDMI 1.4 (up to 1920x1080/60Hz), 3.5mm combo audio jack, RJ45 gigabit ethernet, Type C, 65W AC adapter, 42 WHRs, 3S1P, 3-cell Li-ion battery, 1.46kg weight (max), US MIL-STD 810H military-grade standard, with laptop bag with 3-year onsite service warranty			
1	unit	<b>Desktop</b> , Windows Home 11, Core i3 8 GB DDR4, 1TB HDD, 256 GB, UHD 730 Graphics, 21.5"" screen monitor, 1920x1080 @100Hz, with mouse and keyboard.			
		<b>TOTAL</b>			



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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