



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

March 24, 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](mailto:rpco6proc@gmail.com).
10. Awarding shall be done for the whole lot. Partial Bids shall not be allowed.
11. **DEADLINE FOR SUBMISSION OF BIDS: March 31, 2025, 12:00 pm.**
12. Validity of stocks: 90 days
13. Delivery period: Within 30 calendar days upon receipt of the signed PO
14. Delivery point: DA New Building, Parola, Iloilo
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>	

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.:** 2025-0062SU    **EPC:** Php 838,500.00    **End-User:** PRDP RPCO 6 ISUPPORT and IBUILD Component  
**Solicitation No.:** PRDP-RPCO-006-G-07-25-SU



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QTY	UNIT	ITEM DESCRIPTION	OFFERED BRAND	UNIT PRICE	TOTAL PRICE
<b>Procurement of Furniture and Fixtures for the IBUILD and I-SUPPORT Component office use.</b>					
3	Pc	<b>Executive Office Chair</b> <i>Specs: w/ wood covered chrome armrest, gaslift &amp; tilting mech; w/ chrome steel base, leatherette upholstered; Color: Black</i>			
1	Pc	<b>Executive office table</b> <i>Specs: dimension: 140 L X 60 W X 75 H CM Color: Brown / Grey/Walnut with 25mm Melamine top - scratch resistant center and side drawers</i>			
28	Pc	<b>Office chair</b> <i>Specs: with 3 dimensional adjustable armrest, w/ gaslift with tilting mechanism, adjustable back lumbar support with lockable seating angle adjustment Color: Black/Mesh Fabric Black</i>			
25	Pc	<b>Office Table</b> <i>With mobile pedestal; with 2 tone Melamine with striped glass partition panel ; with powder coated aluminum accessories ; with 25 mm Melamine Table Top Color: Walnut/White; Dimension: L1.09x W .54 x H1.10MM</i>			
2	Pc	<b>Office visitor chair</b> <i>4 legged chrome steel legs w/ pvc padded chrome armrest color: Black leatherette</i>			
5	Pc	<b>Computer/printer desk</b> <i>Dimensions: L1.2 X W .60 X .75 M with 25mm Melamine top-scratch resistant with metal legs &amp; with adjustable footings Color: Beech</i>			
1	Pc	<b>Steel Cabinet w/ roller</b> <i>1. Layer Vertical Cabinet in central locking system 2. Size: W452xD620xH1031mm</i>			
8	Pc	<b>Rack shelf</b> <i>5 tier storage, Open-type, adjustable shelves, Heavy Duty L.91xW.46xH2.0m</i>			



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**\*Note: Please see attached Photo/Design for reference**

**Terms and Conditions:**

1. The quotation must be accompanied by brochure of the items offered
2. The supplier must have a store where the items are displayed for postqua purposes.

<b>Total</b>					

FOR THE BIDS AND AWARDS COMMITTEE

**MICHELLE 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	

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.



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Telephone number(s)

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Address

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E-mail Address

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Date Accomplished