



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.

**April 14, 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: April 21, 2025, 12:00 nn.**
12. Validity of stocks: N/A
13. Delivery period: on the various dates stipulated herein.
14. Delivery point: Iloilo City; Province of Aklan
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.:** 2025-0077SU **EPC:** 1,099,050.00 (lot1. Php 369,370.00; lot2. Php729,300.00)  
**End-User:** PRDP RPCO 6 – IREAP COMPONENT  
**Solicitation No.:** PRDP-RPCO-006-GS-18-25-SU



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QTY	UNIT	ITEM DESCRIPTION	OFFERED BRAND	UNIT PRICE	TOTAL PRICE
<b>PROCUREMENT OF FOOD, VENUE AND ACCOMMODATION FOR THE VARIOUS RPCO 6 ACTIVITIES BY LOT (IREAP COMPONENT)</b>					
		<b>LOT 1. PROCUREMENT OF FOOD, VENUE, AND ACCOMMODATION OF VARIOUS ACTIVITIES IN ILOILO CITY</b>			
<b>A. [IREAP] Bosh Training - Basic Occupational Safety and Health II on August 4-8, 2025</b>					
20	pax	Day 1 - AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		<hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
20	pax	Day 2 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
20	pax	Day 3 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
20	pax	Day 4 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/> <hr/> Lunch <hr/>	



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				PM Snacks	
				Dinner	
				Lodging	
20	pax	Day 5 - Breakfast, AM Snacks, Lunch, and PM Snacks		Breakfast	
				AM Snacks	
				Lunch	
				PM Snacks	
SUB TOTAL:					
<b>B. [IREAP] RPCO-PPMIU IREAP 4th Quarter Coordination Meeting on November 19-21, 2025</b>					
30	pax	Day 1 - AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	
30	pax	Day 2 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		Breakfast	
				AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	
30	pax	Day 3 - Breakfast and AM Snacks		Breakfast	
				AM Snacks	
SUB TOTAL:					
<b>Total: (Lot 1)</b>					
		<b>LOT 2. PROCUREMENT OF FOOD, VENUE, AND ACCOMMODATION OF VARIOUS ACTIVITIES IN THE PROVINCE OF AKLAN</b>			



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**A. [IREAP] Leadership and Governance on July 15-18, 2025**

35	Pax	<i>Day 1 - AM Snacks, Lunch, PM Snacks, Dinner, and Lodging</i>		<hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
35	pax	<i>Day 2 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging</i>		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
35	pax	<i>Day 3 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging</i>		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
35	pax	<i>Day 4 - Breakfast</i>		<hr/> Breakfast <hr/>	

SUB TOTAL:

**B. [IREAP] Training on Participatory Project Development and Management for PRDP Beneficiaries on September 2-5, 2025**

45	Pax	<i>Day 1 - AM Snacks, Lunch, PM Snacks, Dinner, and Lodging</i>		<hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/>	
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				Dinner	
				Lodging	
45	Pax	Day 2 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		Breakfast	
				AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	
45	pax	Day 3 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		Breakfast	
				AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	
45	pax	Day 4 - Breakfast		Breakfast	
SUB TOTAL:					
<b>C. [IREAP] RPCO-PPMIU IREAP 3rd Quarter Coordination Meeting on September 24-26, 2025</b>					
28	Pax	Day 1 - AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		AM Snacks	
				Lunch	
				PM Snacks	
				Dinner	
				Lodging	



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28	Pax	Day 2 - Breakfast, AM Snacks, Lunch, PM Snacks, Dinner, and Lodging		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/> <hr/> Lunch <hr/> <hr/> PM Snacks <hr/> <hr/> Dinner <hr/> <hr/> Lodging <hr/>	
28	Pax	Day 3 - Breakfast and AM Snacks		<hr/> Breakfast <hr/> <hr/> AM Snacks <hr/>	
SUB TOTAL:					
TOTAL (LOT 2):					
GRAND TOTAL (Lot 1 and 2 )					
<b>Provision:</b> 1. Strong and reliable internet connection 2. Free overflowing brewed coffee/tea (with sugar and creamer) 3. Wide area that can cover determined pax 4. Tarpaulin (Background, 1.5 x 3 meters) 5. Free use of (3) microphones, projector, and extension cords 6. Free use of venue from 6:30AM to 9:30PM 7. For accommodation- group sharing maximum of 3 pax per person, airconditioned and preferably separate beds					

FOR THE BIDS AND AWARDS COMMITTEE

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

**JOSEPH MARIO D. LLAMAS**  
 Procurement Unit Head



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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  
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 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