



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

PR# 2025-0838

May 13, 2025
Date

REQUEST FOR QUOTATION
2025-576
(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: May 20, 2025 at 12:00 noon.**
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: **DA-RAFIS**
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.



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End-User: JAMES EARL E. OGATIS

Contact No.:

Quantity	Unit	Item Description	Brand Name /Model Offered	Unit Price	Total
		Procurement of Supply and Delivery of Advocacy Collaterals for Intensified Discussion on Rice Technologies, Program, Projects and Services			
20	pcs	POLO SHIRT <ul style="list-style-type: none"> - Type : Polo Shirt with Collar - Customized three-color fabric - Material : Honeycomb - Color Combination : Green (Hex Code #30693f) & White (Hex Code # ffffff), Mustard Yellow (Hex Code #EAAA00) or close to these hex code colors - Front: With colored embroidered logo (size: 3.5 inches x 3.5 inches) - Back: With embroidered texts (size: 3 inches x 10 inches) - Assorted Sizes : XS - 3XL - <i>See attached design</i> 			
200	pcs	LONG SLEEVE SHIRT <ul style="list-style-type: none"> - Type : Round Neck - Color : Green (Hex Code #073b39 close to it) - Fabric : Cotton - Print : Direct to Film (DTF), full color - Front Print Size : 4 inches x 2.75 inches - Back Print Size : 3.5 inches x 3.5 inches - Assorted Sizes : XS - 3XL - <i>See attached design</i> 			
150	pcs	WIDE BRIM ROUND HAT <ul style="list-style-type: none"> - Material: Cotton, Polyester - Bucket hat, wide brim - Embroidered Colored Design; - Size: 2 inches x 4 inches 			
100	pcs	CUSTOMIZED NORDIC CERAMIC MUG <ul style="list-style-type: none"> - Cup-Ceramic; Handle-bamboo; Cover Lid-bamboo; - Capacity: 360ml - Color: White - Print Size: One side - Color: Full Color - Printing Method: Direct Screen Print - Packaging: Complete foam box to wrap the whole cup 			

150	pcs	INSULATED VACUUM FLASK <ul style="list-style-type: none"> - Capacity: 750 ml - Food grade stainless steel, hot and cold - Leak-proof, Powder Coated Finish - Color: Black - With UV Print Design on one side 			
30	pc	VEST JACKET <ul style="list-style-type: none"> - Neckline: Vest - Sleeveless - Placket: Zipper - Sizes: XS - 3XL - Color: Khaki - Fit Type: Regular Fit - Fabric: Non-stretch - Material: Fabric - Composition: 100% polyester - Lining: 100% polyester - with five pockets in front - Front: With colored embroidered logo 4 inches x 2 inches - Back: With embroidered texts (L) 4 inches x (W) 2.75 inches 			
200	pc	CANVAS TOTE BAG WITH ZIPPER <ul style="list-style-type: none"> - Style: Casual - Closure Type: Zipper - Material: Polyester - Bag color: Black - Handle: Handle size: 25in (L) - Handle Color: Dark Brown - Dimension: Dimension: 17in (Width) x 15in (Height) x 3in (Base) x 3.5in (Side Width) - Design: Full print of design - Print size: Front: 10in(W) x 2.5in(H); Back: 10in (W) x 12.5in (H) - Printing process: Screen printing; full color 			
		Terms and Conditions: <ol style="list-style-type: none"> The supplier shall present the actual sample of the material before the mass production Shall deliver the requested materials to the DA-RAFIS Office Supplier shall have no pending jobs with the DA-RAFIS Supplier shall have physical branch or outlet within the region 			
		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