



April 4, 2025

**REQUEST FOR QUOTATION (RFQ)  
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 PSO VISAYAS 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/quotations.
5. Bid(s)/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. Bid(s)/quotation(s) submitted shall be valid for **NINETY (90) days** from the deadline of submission of quotations.
8. Terms of payment within – THIRTY (30) days after inspection and acceptance and shall be made through checks.
9. Sealed Bid(s)/Quotation(s) shall be submitted to the **Office of the Procurement Unit PSO Visayas, 2nd Floor, Iloilo Sports Complex, Magsaysay Village, La Paz, Iloilo City**. Online or electronic submission should be sent to **[psoprocurementvisayas2020@gmail.com](mailto:psoprocurementvisayas2020@gmail.com)**.
10. Awarding shall be done for the whole lot. Partial Bids/Quotations shall not be allowed.
11. **DEADLINE FOR SUBMISSION & RECEIPT OF BIDS/QUOTATIONS: April 11, 2025, 5:00 pm.**
12. Validity of stocks: N/A
13. Delivery period: **June 16-17, 2025**
14. Delivery point: **Province of Iloilo**
15. The period of submission of the following documents are as follows:

Document	Submission Period
<b>Certified True copy of Valid Mayor's/Business Permit</b>	Should be submitted upon submission of Request for Quotation
<b>Certified True Copy of PhilGEPS Registration (Red or Platinum)</b>	
<b>Certified True Copy of Certificate of Registration (BIR Tin)</b>	
<b>Duly filled up and notarized Affidavit of Bidder/Omnibus Sworn Statement</b>	Should be submitted by the winning supplier prior to Award

16. Non-receipt of a Notice of Award within a period of 30 calendar days from the deadline of the submission of the Bid/Quotation is presumed that this offer is non-responsive.

**PR NO.:** 2025-0069 SU    **EPC:** Php 88,500.00    **End-User:** DA-PRDP PSO Visayas I-PLAN Component  
**Solicitation No.:** PSO-VIS-GSS-005-25-SU



Department of Agriculture  
**PHILIPPINE RURAL DEVELOPMENT PROJECT**  
Project Support Office - Visayas  
2<sup>nd</sup> Floor, Iloilo Sports Complex, Magsaysay Village  
La Paz, Iloilo City 5000  
psovisayas@gmail.com | (033) 326-2455 / 320-3545 | prdp.da.gov.ph  
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QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE
<b>(Lot-1.2) Food, Venue and Accommodation during the Stakeholders' Consultation Chicken VCA of Visayas Cluster on June 16-17, 2025 in the Province of Iloilo</b>				
30	pax	<b>June 16, 2025 (1 day)</b> LIVE IN: Food (AM Snacks, Lunch, PM Snacks, Dinner), Venue & Accommodation		
30	pax	<b>June 17, 2025 (1 day)</b> LIVE OUT: Food (Breakfast, AM Snacks, Lunch)		
<b>Total</b>				
<b>Terms and Conditions:</b> <b>Breakfast:</b> Egg, Meat/Fish, Soup, Drink <b>AM Snacks:</b> Heavy Snack with Drink <b>Lunch:</b> Fish, Pork, Chicken, Soup, Fruit, Rice, Drink <b>PM Snacks:</b> Heavy Snack with Drink <b>Dinner:</b> Fish, Meat, Soup, Fruit, Drink <b>Place of Delivery:</b> In the specific locations and Regions as indicated <b>Delivery Period:</b> In the specific dates as indicated				

FOR THE BIDS AND AWARDS COMMITTEE

**KELSIE G. ARCANGEL**  
GEPS Posted/PRDP Website/1 conspicuous place

**JUVIRESA M. MECHA**  
Canvasser

**ENGR. ROLAND L. TABOADA**  
BAC Secretariat/Procurement Unit Head

Submission of filled-up RFQ	Date & Time
RFQ to be collected on	
RFQ must be submitted by supplier and received before deadline	<b>April 11, 2025, 5:00 pm</b>

The PSO-Visayas Bids and Awards Committee  
2nd Floor Iloilo Sports Complex, Magsaysay Village, Lapaz, Iloilo City

**SIR/MADAM:**

In connection with the above request, I/we submit our bid/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