



**June 8, 2023**  
 (Date)

**REQUEST FOR QUOTATION**  
**2023-395**  
 (SVP – Vehicle Rental)

**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 submitted to the DA Western Visayas, Procurement Service Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City. Online or electronic submission should be password protected and send to [procurement@wv.da.gov.ph](mailto:procurement@wv.da.gov.ph)
8. **DEADLINE FOR SUBMISSION OF BIDS: June 15, 2023 at 12:00 nn.**
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: Please see schedule of activities
14. Delivery point: Iloilo, Aklan, Antique
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>	Before the issuance of Notice of Award	At the option of the supplier, may be submitted <b>during</b> the submission of its 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)		
*Non-submission of any or all documentary requirements within 24 hours upon notice shall disqualify the lowest offeror from award and the BAC shall proceed to evaluate the next lower offer.		

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. 2023-03-0953**  
**Solicitation No. 2023-312**

**ABC: Php90,000.00**

**End-User: CAROLINA B. CORNELIO**  
**Contact No.: 337-1018**

Qty.	Unit	Item Description	Brand and Model Offered	Unit Price	Total Price
		Procurement of Supply and Delivery of Vehicle Rental to be used for the conduct of validation and monitoring of SCoPSA Corn Model Farm, Sorghum Techno Demo and Other Corn and Cassava Projects			
3	unit	September 6, 2023 July 27, 2023, August 9, 2023- Iloilo City to Sibalom, Antique (vice versa)			
3	Unit	September 13, 2023, July 12, 2023, August 16, 2023 – Iloilo City to San Remegio, Antique (vice versa)			
3	Unit	September 20, 2023, July 19, 2023, August			



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
 Western Visayas

		23, 2023 Iloilo City – Pontevedra, Capiz (vice versa)			
3	Unit	September 27, 2023, July 26, 2023, August 30, 2023 – Iloilo City to Kalibo, Aklan (vice versa)			
		terms and conditions: 1. Van including driver and fuel 2. Air conditioned 3. Picked up time 5:00am to 6:00am 4. Minimum capacity of 12 passengers			
		<b>TOTAL</b>			

For the Bids and Awards Committee:

\_\_\_\_\_  
**MS. HUSSEIN A. DEROTAS**  
 GEPS/DA Website/1 Conspicuous Place Posted

\_\_\_\_\_  
**MS. MAE P. NONES**  
 Head, Procurement Service Office

\_\_\_\_\_  
**ARCHIEL ENCANTO / ARLENE DELOS REYES**  
 Canvasser

The DA RFO VI  
 Bids and Awards Committee  
 WESVIARC, Brgy. Buntatala  
 Jaro, Iloilo City

	Submission of RFQ	Signature over printed name
	RFQ to be collected on	
	RFQ to be submitted by supplier before deadline	

**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 Accomplish

PR# 2023-03-0953  
 RFQ# 2023-395



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Western Visayas

For this purpose, continuous period of more than 15 days shall mean that the i) motor vehicle shall be rented for more than 15 days for a particular program, project or activity, including weekends and holidays; or //) the rent is through a contract with a single service provider for a period of more than 15 days, regardless of the number of days of actual use, for the same program, project or activity.



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Western Visayas