



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
Western Visayas

July 25, 2023  
(Date)

REQUEST FOR QUOTATION  
2023-691  
(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. 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)
7. **DEADLINE FOR SUBMISSION OF BIDS: July 28, 2023 at 12:00 nn.**
8. Price quotation(s) submitted shall be valid for a period of 45 days reckoned from the deadline for submission of quotations.
9. Awarding shall be done for the whole lot. Partial bids shall not be allowed.
10. Validity of stocks: **not applicable.**
11. 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.
12. Delivery period: August to October, 2023
13. Delivery point: Iloilo, Capiz
14. The period of submission of the following documents are as follows:

Document	Submission Period*	
Certified True Copy of Valid Mayor's/Business Permit	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 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)		
*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.		

15. 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. 2023-07-1552  
Solicitation No. 2023-648

ABC: Php 65,000.00

End-User: ESTER RUTH F. TORREVERDE  
Contact No.

Qty.	Unit	Item Description	Brand and Model Offered	Unit Price	Total Price
		Procurement of supply and delivery of Vehicle rental to be used for various activities under Community Hybrid Rice Model Farm Cluster Project CY 2023 in the Province of Capiz			
1	unit	August 3, 2023 - Iloilo City to Dumarao, Capiz vice versa			
1	unit	August 17, 2023 Iloilo City to Dumarao, Capiz vice versa			

1	unit	August 31, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	September 7, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	September 14, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	September 21, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	October 5, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	October 11, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	October 12, 2023 Iloilo City to Dumarao, Capiz vice versa			
1	unit	October 19, 2023 Iloilo City to Dumarao, Capiz vice versa			
		Terms and Conditions: 1. Well-maintained and can accommodate 8-10 persons 2. Minimum of 14 hours of service 3. Fuel, food and accommodation of driver shall be shouldered by the supplier 4. With DOT permit and unit model of 2018 onwards			
		<b>TOTAL</b>			

For the Bids and Awards Committee:

**MS. HUSSEIN A. DEROTAS**  
GEPS Posted/DA Website/1 conspicuous place

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

**ARCHIEL ENCANTO / ARLENE DELOS REYES**  
Canvasser

The DA RFO VI  
Bids and Awards Committee  
WES-VIARC,  
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 Accomplished	

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