



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

## INVITATION TO BID

### PROCUREMENT OF SUPPLY AND DELIVERY OF FIVE (5) UNITS FORK LIFT

1. The **Department of Agriculture-Western Visayas**, through the **General Appropriations Act of 2023** intends to apply the sum of **Six Million Two Hundred Fifty Thousand Pesos (Php 6,250,000.00)** being the ABC to payments under the contract for **Procurement of Supply and Delivery of Five (5) Units Fork Lift/IB No. 2023-052(AMV)**.

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Department of Agriculture-Western Visayas** now invites bids for the **Procurement of Supply and Delivery of Five (5) Units Fork Lift** with the following specifications:
  1. Brand new
  2. Prime mover: 40Hp (minimum), Diesel Engine, 4-cylinder
  3. Description and Performance:
    - a. Load Capacity: 3000 kg, minimum
    - b. Load Center Distance: 500 mm
    - c. Lift Height: 2500 mm, minimum
    - d. Tire Type: Pneumatic
    - e. No. of Wheels: 4 wheels
    - f. No. of Drive: 4-Wheel Drive
  4. Additional Features and Accessories:
    - a. Provided with rear and side of DA-Western Visayas logo (decals)
    - b. Set of standard tools for maintenance
    - c. Warranty against defective materials and workmanship shall be provided for at least one (1) year upon the acceptance of the machine
    - d. Inclusive of training for proper usage and maintenance of the unit
    - e. Must have a Service Center located in Panay

Delivery of the Goods is required within **45 calendar days** from receipt of Notice to Commence and to be delivered in **DA-WESVIARC Compound, Brgy. Buntatala, Jaro, Iloilo City (3 Unit) and ROS La Granja, Negros Occidental (2 Units)**.

Bidders should have completed, within **three (3) years (2020-2022)** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

The prospective Bidder must be registered in the PhilGEPS.

4. Prospective Bidders may obtain further information from **Department of Agriculture - Visayas** and inspect the Bidding Documents at the address given below during office hours, **8:00 a.m. to 5:00 p.m.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 24 – August 14, 2023** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Ten Thousand Pesos (Php 10,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees to be presented **in person**.
6. The **Department of Agriculture-Western Visayas** will hold a Pre-Bid Conference<sup>1</sup> at **2:00 p.m.** on **July 31, 2023** at the **RCPC Library, RCPC Building, DA WESVIARC Compound, Brgy. Buntatala, Jaro, Iloilo City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through **manual** submission at the office address indicated below or **online or electronic** (pdf file) submission as indicated below, **on or before 1:00 p.m. on August 14, 2023. Late bids shall not be accepted.**
8. All Bids must be accompanied by a Bid Securing Declaration **or** Bid Security in the amount of any of the acceptable forms and in the amount of **Php 125,000.00** (if the bid security is in the form of cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit) or **Php 312,500.00** (if the bid security is in the form of surety bond).  
  
In lieu of a bid security, the bidder may submit a duly notarized **Bid Securing Declaration** that is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity and furnish the required performance security within 10 calendar days from receipt of the notice of award, and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government procurement activity in the event that it violates any of the conditions stated therein as required in the guidelines issued by the GPPB.
9. Bid opening shall be at **1:00 p.m.** on **August 14, 2023** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Department of Agriculture-Western Visayas** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. The **Department of Agriculture** does not condone any forms of solicitation on any prospective winning and losing bidders by any of our staff/employees or any other party. Any sort of this kind shall be reported immediately to the Office of the Secretary or the National Bureau of Investigation (NBI) for entrapment and proper investigation.

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<sup>1</sup> May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

12. For further information, please refer to:

**Zarlina B. Cuello**  
**BAC Chairperson**  
DA-WESVIARC Compound  
Brgy. Buntatala, Jaro  
Iloilo City  
Tel. No. (033) 320-23-73  
[www.westernvisayas.da.gov.ph](http://www.westernvisayas.da.gov.ph)  
[procurement@wv.da.gov.ph](mailto:procurement@wv.da.gov.ph)

13. You may visit the following websites:

For downloading of Bidding Documents: **PhilGEPS**

For online bid submission: **procurement@wv.da.gov.ph**

**July 24, 2023**

**ZARLINA B. CUELLO**  
**BAC Chairperson**