

September 7, 2023  
 Date

**REQUEST FOR QUOTATION**  
 2023-770  
 (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. Sealed Quotation(s) / Proposal(s) shall be submitted to DA Western Visayas, Procurement Service Office, RCPC Building, DA-WESVIARC., Brgy. Buntatala, Jaro, Iloilo City with the **Name of Supplier, PR Number, and Deadline for Submission**. Online or electronic submission should be password protected and send to procurement@wv.da.gov.ph with the **PR Number and Deadline of Submission as Subject in the E-mail**.
7. DEADLINE FOR SUBMISSION OF BIDS: September 14, 2023 at 12:00 nn.
8. Price quotation(s) submitted shall be valid until the last day of travel.
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: October to December 2023
13. Delivery point: Iloilo, Guimaras
14. 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>	Should be submitted together with the Request for Quotation	*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.
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)		

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. 2023-08-1765 ABC: Php 56,000.00 End-User: ESTER RUTH F. TORREVERDE**  
**Solicitation No. 2023-729 Contact No. 337-1018**

Quantity	Unit	Item Description	Brand Name / Model for Offered	Unit Price	Total
		Procurement of supply and delivery of vehicle rental to be used for various activities under Community Hybrid Rice Model Farm			
1	Trip	October 4, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	October 10, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	October 27, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	November 9, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	November 15, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	November 22, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	December 6, 2023 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
1	Trip	December 12, 202 Iloilo City to Nueva Valencia, Guimaras to Iloilo City			
		<b>TOTAL</b>			

PR# 2023-08-1765

For the Bids and Awards Committee:

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

**ATTY. ROLIN M. ASUNCION**  
Head, BAC Secretariat

**DA WESTERN VISAYAS**  
Bids and Awards Committee  
WESVIARC, Hamungaya,  
Jaro, 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