

**PR# 2025-1016**

**June 19, 2025**  
Date

**REQUEST FOR QUOTATION**  
2025-812  
(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 **manually submitted** to the DA Western Visayas, BAC Secretariat Office, 3<sup>rd</sup> Floor Regional Office 6, Parola, Iloilo City with the **Name of Supplier, PR Number, and Deadline for Submission.**
7. DEADLINE FOR SUBMISSION OF BIDS: **June 26, 2025 at 9:30 A.M.**
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. 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.
11. Delivery period: **30 CD upon receipt of Notice to Proceed**  
Delivery point: **Brgy. Tigum, Pavia, Iloilo, and Brgy. Paraiso, Sagay City, Negros Occidental**
12. The Checklist of Eligibility & Technical Requirements are as follows:

<b>CHECKLIST OF ELIGIBILITY &amp; TECHNICAL REQUIREMENTS</b>
1. Valid PHILGEPS Registration Certificate
2. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be procured
3. Original duly signed Omnibus Sworn Statement (OSS);  if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder



BAGONG PILIPINAS



Masaganang Agrikultura,  
Maunlad na Ekonomiya

Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE WESTERN VISAYAS**  
Parola, Fort San Pedro, Iloilo City  
procurement@wv.da.gov.ph | (033) 320-2373

4. Latest income and business tax returns per Revenue Regulations 3-2005
<ul style="list-style-type: none"> <li>- If the filling of the business and income tax returns is joint as in BIR Form No. 1701, the combined tax returns must be for the ending December 31, 2024</li> <li>- If the filling is not joint as in BIR Form No. 1702, the income tax return must be for the period ending December 31, 2024 and the business tax return must cover the 4<sup>th</sup> quarter of 2024 or December 31, 2024</li> </ul>
5. Other appropriate licenses, permits and certificates as may be required, such as (refer to the purchase request):
<ul style="list-style-type: none"> <li>a. Certificate of commitment that the supplier will conduct training on the operation and maintenance of the machine</li> <li>b. Certificate that the supplier has an office and/or accredited service center and they have to respond and repair within 72 hours upon receipt of the notice of complaints from end-user/beneficiaries (Service Center must conform to PAES 138:2004 and should have an available spare parts and technician within Region 6)</li> <li>c. Copy of the License of the Surety Firm in case a surety bond filed (if applicable)</li> <li>d. Brochure</li> <li>e. Warranty: 1 year from the date of acceptance of the recipient/beneficiary</li> <li>f. A valid Certificate of Accreditation from National Agricultural and Fisheries Machinery Assemblers, Manufacturers, Importers, Distributors and Dealers Accreditation and Classification (NAMDAC) Board.</li> <li>g. A valid Permit to Operate (PTO) issued by BAFE</li> </ul>
6. Tax Clearance
7. Registration certificate from Securities and Exchange Commission (SEC) for Corp., Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document and
8. Mayor's Permit

**PR No. 2025-1016 ABC: Php 2,000,000.00 End-User: MARIA TERESA T. SOLIS**  
**Solicitation No. 2025-442 Contact No.**

Qty	Item Description	Unit	Unit Cost	Total Cost
2	Procurement of Supply and Delivery of Silage Bagging Machine	UNIT		

	Location: Brgy. Tigum, Pavia, Iloilo, and Brgy. Paraiso, Sagay City, Negros Occidental Pls. see attached Technical Specifications			
	<b>Total</b>			

For the Bids and Awards Committee:

**REIN T. OROCIO**

Head, BAC-Secretariat

**DA WESTERN VISAYAS**

Bids and Awards Committee

Regional Field Office 6,

Parola, 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