

**PR# 2025-1100**

**June 19, 2025**  
Date

**REQUEST FOR QUOTATION**  
2025-815  
(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: **DA-NOROS, Himamaylan, Neg. Occ.**
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

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 3S Dealership (Sales, Service, Spare parts) in Region 6 of the brand being offered issued by the Manufacturer of the brand</li> <li>b. Certificate of warranty of the following:               <ul style="list-style-type: none"> <li>• Chassis: Three (3) years unlimited mileage</li> <li>• Body: One (1) year only</li> <li>• Engine: Three (3) years</li> </ul> </li> <li>c. Certification to provide a 3-year LTO registration and 1-year comprehensive insurance</li> <li>d. Certification to provide accessories (spare tire, tools, tint, car matting, early warning device, DA logo (8 inches minimum) and <b>For Official Use Only</b> decals upon delivery of the unit</li> <li>e. Certificate of Conformity issued by DENR-EMB for the offered vehicle type/ model</li> <li>f. Copy of the license of Surety Firm in case a surety bond is filed (if applicable)</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. Mayors Permit

**PR No. 2025-1100 ABC: Php 1,500,000.00 End-User: MARIA TERESA T. SOLIS**  
**Solicitation No. 2025-444 Contact No.**

Qty	Item Description	Unit	Unit Cost	Total Cost
1	Procurement of Supply and Delivery Truck for 2025, Delivery Truck (Open/Dropside Cargo Type)	UNIT		

	Location: DA-NOROS, Himamaylan, Neg. Occ. 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