



Republic of the Philippines  
 Department of Agriculture  
**Philippine Center for Postharvest Development and Mechanization**  
 Science City of Muñoz, Nueva Ecija, Philippines  
 Telephone Nos. 09178004526(Globe) ; 09178130852 (Globe) loc. 144/142/143/144  
 Email add.: amp@philmech.gov.ph

## REQUEST FOR QUOTATION

RFQ No. : 23-09-747  
 PR No. : 23-08-E-503/504/505

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than September 5, 2023.

The Philippine Center for Postharvest Development and Mechanization (PHilMech) reserves the right to reject any or all bids/quotations, to refuse to make an award for any item/s due to budget limitation, procurement regulations, or other similar valid causes and to waive any formality not affecting the substance of the bid as the interest of the government may require. It further assumes no responsibility whatsoever to compensate or indemnify suppliers for any expense/s incurred in the preparation of their quotation/s.

 SEP 01 2023  
**RAYMUND JOSEPH P. MACARANAS**  
 Authorized Official

\_\_\_\_\_  
 Buyer/Canvasser

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
1			<b>Vehicle Rental</b> Around Region 8 (Leyte, Southern Leyte, Samar)			
	1	unit	<b>September 13, 2023</b> No. of passengers: 2 Itinerary: Tacloban Airport to Tacloban City, Leyte			
	1	unit	<b>September 14, 2023</b> No. of passengers: 5 Itinerary: Tacloban City to Palo, Leyte Palo, Leyte to Tacloban City, Leyte			
	1	unit	<b>September 15, 2023</b> No. of passengers: 5 Itinerary: Tacloban City to Tunga, Leyte Tunga, Leyte to Jaro, Leyte			
	1	unit	<b>September 18, 2023</b> No. of passengers: 5 Itinerary: Tacloban City, Leyte to Tabon-tabon, Leyte Tabon-tabon, Leyte to Tacloban City, Leyte			
	1	unit	<b>September 19, 2023</b> No. of passengers: 5 Itinerary: Tacloban City, Leyte to Carigara, Leyte Carigara, Leyte to Barugo, Leyte Barugo, Leyte to Tacloban City, Leyte			
	1	unit	<b>September 20, 2023</b> No. of passengers: 5 Itinerary: Tacloban City, Leyte to Dulag, Leyte Dulag, Leyte to Burauen, Leyte Burauen, Leyte to Tacloban City, Leyte			



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1	unit	<p><b>September 21, 2023</b>  <b>No. of passengers: 5</b>  <b>Itinerary:</b> Tacloban City, Leyte to Basey, Samar          Basey, Samar to Tacloban City, Leyte</p>			
1	unit	<p><b>September 22, 2023</b>  <b>No. of passengers: 5</b>  <b>Itinerary:</b> Tacloban City to San Isidro, Leyte          San Isidro, Leyte to Tacloban City, Leyte</p>			
1	unit	<p><b>September 25, 2023</b>  <b>No. of passengers: 5</b>  <b>Itinerary:</b> Tacloban City, Leyte to Mayorga, Leyte          Mayorga, Leyte to Abuyog Leyte</p>			
1	unit	<p><b>September 26, 2023</b>  <b>No. of passengers: 5</b>  <b>Itinerary:</b> Abuyog, Leyte to Hilongos, Leyte          Hilongos, Leyte to Hindang, Leyte          Hindang, Leyte to Abuyog, Leyte</p>			
1	unit	<p><b>September 27, 2023</b>  <b>No. of passengers: 5</b>  <b>Itinerary:</b> Abuyog, Leyte to Macrohon, S. Leyte          Macrohon, S. Leyte to Bontoc, S. Leyte          Bontoc, S. Leyte to Abuyog, Leyte</p>			
1	unit	<p><b>September 29, 2023</b>  <b>No. of passengers: 3</b>  <b>Itinerary:</b> Tacloban City to Tacloban Airport</p> <p><b>Other requirement</b>  <b>Inclusion of:</b>          1. Driver and driver's fee          2. Driver's meal          3. Fuel          4. Driver's Accommodation</p> <p><b>Vehicle Rental</b></p>			
1	unit	<p><b>September 14, 2023</b>  <b>No. of passengers: 4</b>  <b>Itinerary:</b> Tacloban City to Sta. Fe, Leyte to          Tacloban City</p>			
1	unit	<p><b>September 15, 2023</b>  <b>No. of passengers: 4</b>  <b>Itinerary:</b> Tacloban City to Dagami, Leyte          to Tacloban City</p>			
1	unit	<p><b>September 18, 2023</b>  <b>No. of passengers: 4</b>  <b>Itinerary:</b> Tacloban City to Alangalang, Leyte          to Tacloban City</p>			
1	unit	<p><b>September 19, 2023</b>  <b>No. of passengers: 4</b></p>			



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			<b>Itinerary:</b> Tacloban City to Javier, Leyte to Tacloban City		
1	unit	<b>September 20, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Tacloban City to Javier, Leyte to Tacloban City			
1	unit	<b>September 21, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Tacloban City to Basey, Samar to Catbalogan City, Samar			
1	unit	<b>September 22, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Catbalogan City, Samar to Gandara, Samar to San Jorge, Samar to Tacloban City, Leyte			
1	unit	<b>September 25, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Tacloban City to Tanauan, Leyte to Mayorga, Leyte to Abuyog, Leyte			
1	unit	<b>September 26, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Abuyog, Leyte to Hinunangan, Southern Leyte to Abuyog, Leyte			
1	unit	<b>September 27, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Abuyog, Leyte to Hinunangan, Southern Leyte to Abuyog, Leyte			
1	unit	<b>September 28, 2023</b> <b>No. of passengers:</b> 8 <b>Itinerary:</b> St. Bernard, Southern Leyte to Tacloban City, Leyte			
		<b>Other requirement</b> <b>Inclusion of:</b> 1. Driver and Driver's Fee 2. Driver's Meals 3. Fuel 4. Driver's Accommodation			
		<b>Vehicle Rental</b>			
1	unit	<b>September 18, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Tacloban city to Pastrana, Leyte			
1	unit	<b>September 19, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Tacloban city to Dulag, Leyte			
1	unit	<b>September 20, 2023</b> <b>No. of passengers:</b> 4 <b>Itinerary:</b> Tacloban city to Villaba, Leyte			





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1	unit	<b>September 21, 2023</b> <b>No. of passengers: 4</b> <b>Itinerary: Ormoc city, Leyte</b>			
1	unit	<b>September 22, 2023</b> <b>No. of passengers: 4</b> <b>Itinerary: Ormoc city to Merida, Kananga and Tacloban city Leyte</b>			
1	unit	<b>September 25, 2023</b> <b>No. of passengers: 4</b> <b>Itinerary: Tacloban city to Abuyog, Leyte</b>			
1	unit	<b>September 26, 2023</b> <b>No. of passengers: 4</b> <b>Itinerary: Abuyog to baybay city, Leyte</b>			
1	unit	<b>September 27, 2023</b> <b>No. of passengers: 4</b> <b>Itinerary: Hinundayan and Silago Southern Leyte</b>			
1	unit	<b>September 28, 2023</b> <b>No. of passengers: 4</b> <b>Itinerary: Abuyog to Saint Bernard, Southern Leyte</b>  <b>Other requirement</b> 1. Inclusion of Driver, Driver's Fee, Meal, Fuel and Driver's Accomodation 2. Excluding weekends			

Delivery Period : \_\_\_\_\_  
 Price validity : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Terms of Payment : \_\_\_\_\_



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### General Conditions

1. The Approved Budget for the Contract (ABC) is 252,000.00.
2. Specifications herein provided are the minimum requirements of the PHilMech. Hence a supplier must not offer lower specifications than required.
3. Supplemental information shall be indicated/attached in the price quotation to reflect the complete specifications e.g., brand name, model, pictures/brochures of the offer.
4. Quotation must be inclusive of all costs and applicable government taxes, including delivery charges.
5. Award of the contract shall be made to the lowest complying/responsive bid/offer.
6. Price validity shall be forty five (45) calendar days from the deadline of submission of quotation.
7. For those with ABCs above Fifty Thousand Pesos (PhP50,000.00), suppliers shall submit copies of the following documents in support of their quotation, to wit:

- |                                     |      |  |
|-------------------------------------|------|--|
| <input checked="" type="checkbox"/> | 7.1  | Current Mayor's/Business Permit                              |
| <input type="checkbox"/>            | 7.2  | DTI/SEC Certificate of Registration                          |
| <input checked="" type="checkbox"/> | 7.3  | BIR Certificate of Registration                              |
| <input type="checkbox"/>            | 7.4  | PhilGEPS Registration Certificate (Platinum) all pages       |
| <input type="checkbox"/>            | 7.5  | Omnibus Sworn Statement                                      |
| <input type="checkbox"/>            | 7.6  | Income/Business Tax Return                                   |
| <input type="checkbox"/>            | 7.7  | Professional License/Curriculum Vitae (Consulting Services)  |
| <input type="checkbox"/>            | 7.8  | PCAB License (Infra.)  |
| <input type="checkbox"/>            | 7.9  | Net Financial Contracting Capacity (NFCC)                    |
| <input type="checkbox"/>            | 7.10 | Documents required as stated in the Technical Specifications |
| <input type="checkbox"/>            | 7.11 | Others   |

8. Supplier shall be responsible for the source/s of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or PO. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
9. Payment shall be made only upon completion and acceptance by the PHilMech.
10. Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.
11. Delivery period shall be indicated in the quotation. A penalty of 1/10 of one percent for every day of delay shall be charged as liquidated damages on the undelivered items/services.
12. Payment shall be made upon inspection and acceptance of delivery subject to prior submission of sales invoice/delivery receipt and other requirements as maybe necessary
13. In conformity with the Direct Payment Scheme via bank debit system, please credit/deposit payment to:

Name of Bank: \_\_\_\_\_  
Bank Branch: \_\_\_\_\_  
Account Name: \_\_\_\_\_  
Account No.: \_\_\_\_\_

After having carefully read and accepted the General Conditions attached to the Request for Quotation, I/We quote you on the item/s at prices indicated above.

\_\_\_\_\_  
Printed name and signature of Authorized Representative  
Designation: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
~~Phil~~GEPS Registration No.: \_\_\_\_\_  
TIN: \_\_\_\_\_  
Contact No/s.: \_\_\_\_\_  
Email Address: \_\_\_\_\_