



**PHILIPPINE COUNCIL FOR  
AGRICULTURE AND FISHERIES**

**Procurement  
Quality Form**

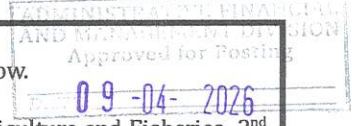
**REQUEST FOR QUOTATION**

PCAF-BAC-QP01-F01  
Version 8

BAC-RFQ-2026-064

Reference Number

Date: 4/8/2026 1:00 pm



Interested bidders/suppliers are required to read carefully and follow the **INSTRUCTIONS** below.

1. Please submit quotation to the **BAC Head Secretariat** at Philippine Council for Agriculture and Fisheries, 2<sup>nd</sup> Floor, PCAF Building, Dept. of Agriculture Compound, Elliptical Road, Diliman, Quezon City.
2. Any quotation/offer other than those required and stated in this form shall not be considered for evaluation.
3. Quotation must clearly specify all applicable taxes, including delivery and any other charges required by the supplier.
4. Always **include the brand name and model of the goods being offered** in the item description, if applicable.
5. If the specification includes performance parameters for the goods/services, bidders must indicate **"Comply" in the "Bidder" column** opposite each individual parameter in the specification on **"Item Description"** column. Please refer to the example below.
6. Price quotation is valid THIRTY (30) calendar days from the declaration of the winning bidder.
7. Availability of stocks must be guaranteed for SIXTY (60) calendar days from the date of quotation submission.
8. Delivery period shall be based on the date stated in the approved Purchase Order (PO).
9. Quotation submitted through email must bear the signature of the supplier and be addressed to the BAC Head Secretariat at [bacsec@pcaf.da.gov.ph](mailto:bacsec@pcaf.da.gov.ph)
10. Awarding shall be done by (LOT).
11. Mode of procurement: SMALL VALUE
12. Quotation must be written clearly. Indecipherable quotation shall be automatically disregarded.
13. **CERTIFICATE of PHILGEPS REGISTRATION and MAYOR'S/BUSINESS PERMIT** must be submitted. The BAC Secretariat shall check if the **bidder is not blacklisted or barred from bidding**.

**Note: Winning bidder must submit to the BAC Secretariat an Omnibus Sworn Affidavit** that the bidder is not related to the HOPE by consanguinity or affinity up to the third civil degree.

Date of RFQ Posted: **April 9, 2026**

Deadline for Submission: **April 13, 2026 - 9:00AM**

PR No.: **26-04-148**

Total ABC: PhP **240,000.00**

End-User: **PMKMD-MES**

Qty	Unit	Item Description	ABC (Must indicate both unit & total price quotations)		BIDDER (Must indicate both unit & total price quotations)	
			Unit Price	Total	Unit Price	Total
1	Lot	<b>Procurement of Van rental services (6 units) for the conduct of Participatory Monitoring and Tracking (PMT) Activity in Region 4A (simultaneous monitoring activity)</b> <b>1. Vehicle Specifications:</b> <b>Type/Model:</b> Commuter Van (minimum 2020 model or newer) <b>Seating Capacity:</b> At least 12 passengers <b>2. Service Inclusions:</b> <b>2.1 Driver and Fuel:</b> Provision of a licensed and qualified driver, including all fuel requirements for the duration of the engagement. <b>2.2 Driver's Meals and Accommodation:</b> All food and lodging expenses for the driver shall be shouldered by the service provider. <b>2.3 Parking and Toll Fees:</b> All applicable parking fees, toll fees, and similar charges must be included in the quotation. <b>2.4 Value-Added Tax (VAT):</b> Rates must be quoted as VAT-inclusive. <b>2.5. Integrated Transport Services:</b> Seamless transport services for participants from the point of origin (assigned area) to the PMT Exit Conference venue in Batangas, covering all inter-province requirements. <b>2.6. Vehicle Adaptability (for rugged terrain):</b> The service provider must be capable of deploying a 4x4 high-clearance vehicle (e.g., pickup truck or SUV) for specific project sites where road conditions are inaccessible to standard passenger vans. The final vehicle requirement shall be determined based on the actual terrain of the projects.		240,000.00		



**3. Provider Eligibility Requirements:**

**3.1 Physical Office:** The service provider must have a verifiable physical office located within the CALABARZON region.

**3.2 Driver Competency:** Drivers must possess extensive knowledge of national, provincial, and local road networks across the CALABARZON.

**3.3 No Subcontracting:** Subcontracting of the vehicle, driver, or any part of the service is strictly prohibited; the service must be provided directly by the contracting company.

**3.4 Insurance Coverage:** Vehicles must have updated and comprehensive insurance coverage.

**3.5 Regulatory Compliance:** All units must have updated LTO registration and LTFRB accreditation.

<i>Destination:</i>	
<b>Region 4A</b>	
<b>(CALABARZON and Points)</b>	
<i>Breakdown:</i>	
Van #1 : Batangas B (District 4 and 6) and Quezon A (District 2) and points	Php 10,000.00/day x 4 days =Php 40,000.00
Van #2 : Quezon B (Island Municipality, 1st District) and points	Php 10,000.00/day x 4 days =Php 40,000.00
Van #3 : Quezon C (Bundok Peninsula, 3rd and 4th District) and points	Php 10,000.00/day x 4 days =Php 40,000.00
Van #4 : Rizal and points	Php 10,000.00/day x 4 days =Php 40,000.00
Van #5 : Laguna and points	Php 10,000.00/day x 4 days =Php 40,000.00
Van #6 : Cavite and points	Php 10,000.00/day x 4 days =Php 40,000.00

Duration: **Four (4) days**  
 Date: **April 20 to 23, 2026** (simultaneous monitoring activities)  
 Inclusive of Taxes  
 Direct billing


*Purpose: For the conduct of Participatory Monitoring and Tracking (PMT) Activity in Region 4A (CALABARZON)*

\*\*\*\*\* Nothing follows \*\*\*\*\*

**TOTAL 240,000.00**

**Amount in words:**

**Note:** The "Comply" comment indicates that the bidder MUST meet the minimum required specifications specified in the "Item Description". Please quote your lowest price for the herein after listed good/s strictly following the instructions above.

  
**FLORELIZ P. AVELLANA**  
 Chairperson, BAC

The PCAF Bids & Awards Committee (BAC)  
 2<sup>nd</sup> Floor, PCAF Building, DA Compound,  
 Elliptical Road, Diliman, Quezon City

Ma'am/Sir:

*In connection with your Request for Quotation, I/We have carefully read, fully understood your instructions and requirements. I/We agree to furnish/deliver, in conformity with the above-stated specifications, any/all of the items described/required shall be based on the date stated in the approved Purchase Order (PO).*

_____	_____	_____
Name of Company	Name/Designation of Supplier	Signature
_____	_____	_____
Address of Company/Firm	Telephone No.(s)/Email Address	Tax Identification Number

