



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGION XII**

**"Matino, Mahusay at Maaasahan"**  
 Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506  
 Tel/Fax Nos.: (083)228-6660 • (083)228-1421 • Email: dilg\_ro12@yahoo.com • Website: region12.dilg.gov.ph  
 ADMIN (083) 228-7960 • FINANCE (083) 228-7959 • LGMED (083) 877-2969 • LGCDD (083)877 2971

**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**  
**(RFQ No. 2018-03-015)**

Name of Supplier:
Address:
Registered Business Name:
Address:
Business Permit No.
TIN:
PhilGEPS Reg. No.

The Department of the Interior and Local Government Region XII (DILG-XII), through its Bids and Awards Committee, hereby invites all interested suppliers registered with the Philippine Government Electronic Procurement System (PhilGEPS), to quote their *lowest price* on the item listed below, subject to the General Conditions stated herein, and submit their quotation duly signed by their representatives not later than **8:00a.m., 12 March 2018 (Monday)**:

**NAME OF PROJECT** : Vehicle rental in participation to the 2018 CSIS LRI Training on March 20-23, 2018

**LOCATION / AREA OF DELIVERY** : DILG XII Regional Office, Regional Government Center, Carpenter Hill, Koronadal City – Butuan City - Venue

**APPROVED BUDGET** : Fifty Two Thousand Pesos (Php 52,000.00)

*The DILG Region XII, imbued with integrity, competence and professionalism, and Living Up to a Peaceful, Accountable, and Dynamic working environment, commits to deliver quality services through oversight function, capacity development intervention, and incentives and rewards to local government units.*

*We uphold customer satisfaction and continual improvement of our Quality Management System's effectiveness, compliant to applicable laws, rules and regulations, and international standards, for a highly Developed, Orderly, Self-Reliant, Environment-friendly and Globally Competitive SOCCSKSARGEN. (LUPADDOSE).*



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**TERMS OF REFERENCE:**

The prospective bidder shall bid for the corresponding item:

Date	Itinerary	Quantity	Cost Estimate	Total Cost
Mar. 20, 2018 (Tuesday)	OS – Butuan City - Venue	2 van	Php6,500.00/each	Php13,000.00
Mar. 21, 2018 (Wednesday)	Still at the Venue	2 van	Php6,500.00/each	Php13,000.00
Mar. 22, 2018 (Thursday)	Still at the Venue	2 van	Php6,500.00/each	Php13,000.00
Mar. 23, 2018 (Friday)	Butuan City - OS	2 van	Php6,500.00/each	Php13,000.00
<b>TOTAL AMOUNT:</b>				<b>Php52,000.00</b>

**TERMS OF REFERENCE:**

**1. LOCATION/AREA OF DELIVERY:** DILG XII Regional Government Center, Carpenter Hill, Koronadal City – Butuan City - Venue

**2. LOCATION OF QUALIFIED BIDDERS**

Bidders/Suppliers are exclusively within South Cotabato only.

**3. TIMELINE/SCHEDULE OF DELIVERY**

The rendered service must be made on March 20-23, 2018 (Tuesday-Friday) from the receipt of Notice to Proceed (NTP).

**4. OTHER CONDITIONS**

Mode of payment to the winning supplier shall be made via Landbank's Advice to Debit Account (ADA). If supplier is nonholder of a Landbank Account, ADA may be made to other participating banks **provided** that the supplier will bear the bank charges deducted from such transaction.

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All quotations shall be considered as **fixed prices** and **not subject to price escalation** during contract implementation.

For further inquiries or clarifications, you may contact **Ms. Katherine M. Llano** and **Ms. Merriam D. Sarmiento** at telephone numbers (083)228-1421 or (083) 228-7960 or email address at **dilg\_ro12@yahoo.com**.

The DILG-XII reserves the right to reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, to reject all Quotations/Bids at any time prior to contract award, without thereby incurring liability to the affected bidder/s, and to accept only the offer that is most advantageous for the Government.

The DILG-XII assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

**RILIMIN H. SANDOVAL**  
LGOO VII / Chief, LGCDD  
Chairperson, DILG XII BAC

**07 March 2018**

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Please quote your best offers for the item(s) below. **Please submit your quotations not later than 8:00 a.m., 22 March 2018 (Monday).** The information stated below shall be the basis for the evaluation and calculation of your quotation.

Summary of Approved Budget	
Procurement Project	Total ABC
Vehicle rental in participation to the 2018 CSIS LRI Training on March 20-23, 2018	52,000.00
<b>TOTAL AMOUNT</b>	<b>Php52,000.00</b>

Date	Itinerary	A Offered Rate (Php)	B Quantity	Subtotal
Mar. 20, 2018 (Tuesday)	OS – Butuan City - Venue		2	
Mar. 21, 2018 (Wednesday)	Still at the Venue		2	
Mar. 22, 2018 (Thursday)	Still at the Venue		2	
Mar. 23, 2018 (Friday)	Butuan City - OS		2	

\_\_\_\_\_  
**Signature over Printed Name**

\_\_\_\_\_  
**Telephone or Mobile Number**

\_\_\_\_\_  
**Email Address**

\_\_\_\_\_  
**Date Accomplished**

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