Philippine Rice Research Institute
DA-PhilRice Agusan Branch Station
Basilisa, RTRomualdez,8611 Agusan del Norte

Date: 2026-05-25

REQUEST FOR QUOTATION

Sir/Madam:

Please quote your best offer for the item/s listed below, **subject to the Terms and Conditions** provided. Submit your quotation duly signed by you or your duly authorized representative not later than **June 01, 2026** to **bacsecretariat.philrice.agusan@gmail.com** or send via fax or drop at PMU box at Procurement Management Unit (PMU), Basilisa, RTRomualdez, 8611 Agusan del Norte. For any clarification you may call/send through fax to **09564656923 or PMU no. 09122565744**.

Kenieth T. Ballenas
BUYER/CANVASSER

Ma. Claire P. Dlofernes
AA II

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Please do not leave any blank items. Indicate "0" if the item being offered is for free and "NO BID" if no offer.
3. Do not alter the contents of this form in any way.
4. All technical specifications are mandatory. Fill in the column designated for technical specifications of your offer, you may specify the brand and model if applicable. Use additional sheet if needed or attach a brochure.
5. Failure to follow these instructions will disqualify your quotation.
6. NEW suppliers/bidders are required to submit a photocopy/e-copy of valid Mayor's Business Permit, BIR Registration 2303, DTI/SEC/CDA Registration (whichever is applicable), valid PhilGEPS Registration Number, and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies to PMD. This shall be subjected to validation.
7. Award of items in this RFQ will be: [ ] per item [✓] per lot.
8. For awarding per lot, supplier shall provide quotation for all the items, otherwise the quote will be disregarded.
9. Awarding per item accepts partial bids.

Procurement Project Title: Procurement of Fuel for RCEF Operations, Techno Demo, VFT, SFO, and NCT activities for June to December 2026

Procurement Project No.: SVP-100R **PR No.:** 2026-05-0169, 2026-05-0163, 2026-05-0162, 2026-05-0164, 2026-05-0170,

Approved Budget of the Contract: 1,290,400.00

Item No.	Quantity	ABC	Unit	Item and Description		Unit Price	Total Amount
				Per Request	Offer		
1	12797	100.00	liter	Fuel, Diesel Diesel			
2	50	100.00	liter	Fuel, Gasoline unleaded Fuel, Gasoline unleaded			
3	57	100.00	liter	Fuel, Diesel Fuel, Diesel Note: *The Quantity/Number of liters for Fuel (Diesel and Gasoline) are estimated for the inclusive months and for bidding purposes only. In the actual implementation of the contract, the quantity/units may increase/decrease as the need arises but in no case shall the contract/transaction exceed the approved budget.			

TERMS AND CONDITIONS

Delivery Period: 200 calendar days

Price Validity: 30 CD [✓] 45 CD [ ] 60 CD [ ] 90 CD [ ] 120 CD [ ] Others [ ] _____

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Place of Delivery:	○ Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Munoz, Nueva Ecija ○ ATI Building, Elliptical Road, Diliman, Quezon City ● Others: SupplierAddress
Warranty:	1 year (non-consumable supplies/Equipment) and 3 months(consumable supplies)
Payment Term:	30 calendar days

1. Price quotations shall include all taxes, duties and/or levies. Deductions of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
2. Price Quotations exceeding the Approved Budget for the Contract shall be rejected.
3. Award of contract shall be made to the lowest quotations (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and other terms and conditions stated herein
4. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PhilRice shall adopt and employ "draw lots" or "toss coin" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
5. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
6. The item/s shall be delivered according to the requirements specified in the Conformed Purchase Order or Contract.
7. Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.
8. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed. PhilRice shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of contract, without prejudice to other courses of actions and remedies open to it.
9. The Bidder warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.
10. The winning Bidder is required to submit a photocopy of Latest Income/Business Tax Return and original copy of Omnibus Sworn Statement prescribed by the GPPB before the award of the goods delivered/services rendered.
11. Payment shall be made within (30) days after 100% completion of delivery subject to submission and/or completion of supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's/Supplier's account.

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation: _____

Company Name: _____

Business Address: _____

PhilGEPS Registration No.: _____

Telephone Number: _____

Email Address: _____

Mobile: 0938-437-4686; **Email:** agusan.station@mail.philrice.gov.ph
Websites: www.philrice.gov.ph, www.pinoyrice.com
Social Media: web.facebook.com/philrice.aes
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