



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman  
1100 Quezon City

## **ADMINISTRATIVE ORDER**

No. 01  
Series of 2025

**SUBJECT : REVISED GUIDELINES ON THE PROCESSING OF AUTHORITY TO PURCHASE GOVERNMENT MOTOR VEHICLES (APMV) OF THE DEPARTMENT OF AGRICULTURE (DA) AND ITS IMPLEMENTING OFFICES AND UNITS (IOUs)**

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The Office of the President (OP)-Administrative Order No. 233 in 2008, which was supplemented and/or amended by AO No. 15 in 2011 and AO No. 14 in 2018, and the Department of Budget and Management (DBM)-Budget Circular No. 2022-1 were issued to promote transparency, efficiency, and public accountability on the utilization of government funds for the acquisition, use, and rental of motor vehicles while recognizing the indispensability of motor vehicles for efficient and effective performance and delivery of essential government services.

The Department of Agriculture (DA)-Administrative Order (AO) No. 1, Series of 2021, was issued to provide a streamlined process on the processing of Authority to Purchase Motor Vehicles (APMV) across the various Implementing Offices and Units (IOUs) of the DA. With years of implementation, there had been recommendations for the improvement of the process but will include changes in the scope, procedures, and documentary requirements.

To continuously ensure the efficient processing and timely issuance of APMV, the revised Guidelines on the Processing of Authority to Purchase Government Motor Vehicles (APMV) of the Department of Agriculture (DA) and its Implementing Offices and Units (IOUs) is hereby issued with the following provisions.

### **SECTION I. OBJECTIVES**

The guidelines aim to expedite the processing of the request for the Authority to Purchase Government Motor Vehicles to be procured by DA-IOUs. Specifically, the Administrative Order aims to:

- 1) Provide immediate reference for the DA-IOUs on the prescribed procedures in processing the request for APMV;
- 2) Facilitate consolidation of requests from DA-IOUs towards a more comprehensive request to be submitted to the DBM;
- 3) Facilitate timely issuance of the APMV as requirement for procurement; and

- 4) Identify clear delineation of duties and responsibilities between concerned offices and desired outputs from each of the processes identified.

## SECTION II. LEGAL BASIS

- 1) **Office of the President-Administrative Order No. 14, Series of 2018**, Consolidating and Rationalizing the Rules on the Acquisition of Government Motor Vehicles
- 2) **Department of Budget Management (DBM)-Budget Circular No. 2022-1**, Omnibus Guidelines on the Acquisition, Use, Rental, and Replacement of Government Motor Vehicles

## SECTION III. DEFINITION OF TERMS

- 1) **Motor Vehicle** shall refer to:
  - a. Any self-propelled, four-wheeled road vehicle, including but not limited to, sedans, coupes, station wagons, convertibles, pick-ups, vans, assembled owner- or passenger-type jeeps/jitneys/jeepneys, Sports Utility Vehicles (SUVs), Asian Utility Vehicles (AUVs), Crossover Utility Vehicles (CUVs), and Multi-Purpose Vehicles (MPVs);
  - b. Motorcycles;
  - c. Delivery trucks, fire trucks, dump trucks, and buses;
  - d. Heavy equipment, such as bulldozers, payloaders, graders, forklifts, amphibian trucks, and cranes;
  - e. All-terrain vehicles, armored vehicles, and specific-purpose vehicles;
  - f. Aircraft; and
  - g. Motorized bancas/boats, and seacraft, as may be defined in relevant laws and issuances.<sup>1</sup>

**Motor Vehicle** shall refer to a power-driven vehicle which is normally used for carrying persons or goods, either by land, water, or air; and has a provision of at least one (1) seat, i.e., at least for the driver.<sup>2</sup>

- 2) **Implementing Office/Unit (IOU)** – refers to any office or unit of the DA, in the national and regional level, responsible for the funding and implementation of motor vehicles for administrative services and mechanization projects starting from planning and procurement until operation and monitoring of the machinery and equipment.
- 3) **Reviewing IOU** – refers to DA offices/units identified and mandated to review all financial, administrative, and technical documents relating to request for APMV prior to endorsement to DBM.

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<sup>1</sup> Office of the President-Administrative Order No. 14, Series of 2018

<sup>2</sup> Department of Budget Management (DBM)-Budget Circular No. 2022-1





## **SECTION IV. POLICY**

### **A. Implementing Offices**

These guidelines will cover the consolidated requests from the following offices funded under the various banner programs or through regular funds:

1. National Program Management Office (NPMO) i.e. National Banner Programs and Projects
2. Regional Field Offices (RFOs);
3. Bureaus;
4. Attached Agencies; and
5. Other OSEC units mandated to purchase motor vehicles.

### **B. Type of Motor Vehicles**

The type/classification of motor vehicles subject to request for APMV will include but will not be limited to the following:

1. Service/Passenger Vehicles or any self-propelled, four-wheeled road vehicle primarily designed to ferry people;
2. Four-Wheel Tractors;
3. Self-propelled/Truck-Mounted Drilling Rigs;
4. Hauling Vehicles/Trucks;
5. Lifting Machines;
6. Truck-mounted Sprayers;
7. Motorcycles;
8. Tri-Wheel Vehicles;
9. Motorized Vessel;
10. Combine Harvester;
11. Motor Vehicles for Special Purpose; and
12. Other machinery and equipment integral/mounted on four-wheeled road vehicles.

For new types of motor vehicles, machine, or equipment to be procured, Annex A of the DBM Budget Circular No. 2022-1 dated February 11, 2022, Omnibus Guidelines on the Acquisition, Use, Rental, and Replacement of Government Motor Vehicles (Annex A) may be visited for reference, which contains the typology of government motor vehicles and their corresponding intended use, classification, description, and specifications.

### **C. Vehicle Classification according to Purpose**

Depending on its purpose, motor vehicles to be procured under the following classifications shall be subject to APMV:

#### **1. Passenger or Service Vehicles**

Motor vehicles which will be used in the performance and delivery of essential functions of the DA, including the transport of personnel and goods, shall be subject to APMV.



## **2. Motor Vehicles for Agricultural Use or Purpose**

Motor vehicles, machinery, and equipment intended for farm operations and handling of agricultural inputs and produce, regardless of the intended user (DA IOUs or Farmer Beneficiaries), shall be subject to APMV.

For motor vehicles approved under the Sub-object Classification of Donation or any object of classification where the fund will be transferred to an implementing office outside the DA, the processing of the APMV shall be undertaken by the DA-IOU concerned as part of its inherent obligation as the donor agency. The approved APMV from the DA-IOU shall then form part of requisites of the procurement process by the recipient/implementing partner.

### **D. Types of APMV Request**

#### **1. Consolidated Request for APMV**

Due to the considerable number of motor vehicles for administrative services and mechanization projects to be procured or purchased by the DA, consolidation is necessary.

In order to facilitate the conduct of Early Procurement Activities (EPA) and timely award of procurement contracts upon availability of the GAA, consolidation of requests for APMV should be processed by concerned DA-IOUs during the budget proposal stage. With this timeline, the approved APMV from the DBM is anticipated to be issued upon release of funds to the DA, thus, providing enough head start for project implementation for each funding year.

#### **2. Request for APMV for Special Cases**

Request for APMV for Special Cases refers to additional requests for APMV processed by concerned DA-IOUs, which includes motor vehicles not originally included in the proposed budget under the National Expenditure Program (NEP) or the approved budget under the General Appropriations Act (GAA).

These special cases include but is not limited to the following:

- A. Pursuant to Section 7.0 of the DBM Budget Circular No. 2022-1, an APMV from the DBM shall still be required in the following special cases:
  1. The funding sources of the motor vehicle to be acquired are prior years' appropriations or under Continuing Funds;
  2. The confirmation letter does not provide the details of the motor vehicle/s for acquisition;
    - Intended use and/or user;
    - Quantity;
    - Cost;
    - Funding Source; and
    - Motor vehicle classification and specifications.





3. There are agency-specific funds for the purchase of motor vehicles without confirmation letters, such as new items under the GAA, additional/supplemental funds, or under generated Savings of the agency, provided that the said motor vehicles are included in the Multi-Year Plan (Planning/Procurement/Replacement) of the agency; and
4. The acquisition of motor vehicle/s by the agency will deviate from the details in the confirmation letter, e.g., change in type, quantity, intended use and/or user, and/or specifications.

## **SECTION V. PROCEDURES AND TIMELINES**

The Guidelines will cover the activities from the preparation, review, and consolidation of requests for APMV from DA-IOUs and the subsequent endorsement of request and release of the approved APMV from the DBM which requires a total of 67 Working Days (WD). The standard process flow and procedures for APMV processing is presented in **Appendices A and B**.

### **A. Preparation and Submission of Documentary Requirements (30 WD)**

1. **Requesting/Funding IOUs** shall facilitate the preparation of financial, administrative, and technical documentary requirements for APMV and the subsequent endorsement of documents to NPMO/ National IOUs;
2. **Regional Agricultural Engineering Division (RAED) or General Services Section (GSS) or any Equivalent Technical Unit** shall review and finalize the technical specifications and cost estimates of motor vehicles subject to APMV for submission to the requesting/funding IOUs; and
3. **National Program Management Office (NPMO)/ National IOUs** shall facilitate initial review and consolidation of financial, administrative, and technical documentary requirements submitted by the requesting or funding unit in terms of completeness and accuracy of data.

### **B. Review of Documentary Requirements (37 WD)**

To ensure efficient review of documentary requirements, functions were delineated among the reviewing IOUs, to wit:

1. **DA-Budget Division** shall conduct review of financial and administrative documents of all requests for APMV from DA-IOUs and facilitate overall consolidation prior to the approval of DA Secretary. The Budget Division shall also be responsible in the endorsement of consolidated DA Request to DBM and the subsequent follow up until dissemination of approved request for APMV to concerned Implementing IOUs.



2. **DA- General Service Division (GSD)** shall conduct review of specifications and cost estimates of passenger and service vehicles; and
3. **Bureau of Agricultural and Fisheries Engineering (BAFE)** shall conduct review of specifications and cost estimates of motor vehicles for agricultural use or purpose.

For motor vehicles under Special Cases or those motor vehicles to be procured using Continuing Funds, Savings, Additional Funds, and other similar cases which require additional requests for APMV, the NPMO/ National IOUs shall process and be able to endorse the request for APMV to the DA Budget Division/GSD/BAFE from **January 1 to June 30 of every fiscal year**. All requests received after the deadline shall not be accommodated by the reviewing IOUs.

## **SECTION VI. DOCUMENTARY REQUIREMENTS**

All requests for APMV to be submitted to the DBM shall be supported by the following documents using the prescribed templates in **Appendix C**:

### **1. Passenger or Service Vehicles:**

- a. Endorsement Letter to DA (internal submission) or DBM (final submission)
- b. Justification for the acquisition of the vehicle(s) disclosing the number, type, quantity, specifications and comparative costing of the requested vehicle;
- c. User-official, Deployment Plan by organizational unit, and/or activities/ purposes for which the vehicle will be used; and
- d. Duly accomplished Motor Vehicle Inventory and Re-fleeting Program (MVIRP) Form;
- e. Inventory and Inspection Report of Unserviceable Property (IIRUP) for replacement of motor vehicles;
- f. Appendix A. List of Motor Vehicles/Machinery/Equipment
- g. Appendix B. Technical Specifications of Motor Vehicles/Machinery/ Equipment
- h. Market Analysis with three (3) official quotations

### **2. Motor Vehicles for Agricultural Use or Purpose:**

- a. Endorsement Letter to DA Secretary for initial submission) or DBM Secretary for final submission
- b. Justification for the acquisition of the vehicle(s) disclosing the number, type, quantity, specifications and comparative costing of the requested vehicle;
- c. Appendix A. List of Motor Vehicles/Machinery/Equipment
- d. Appendix B. Technical Specifications of Motor Vehicles/Machinery/ Equipment
- e. Market Analysis with at least three (3) official quotations





For motor vehicles for agricultural use or purpose which are intended to be utilized by DA IOUs, the User-Official Deployment Plan, MVIRP, and IIRUP shall be submitted.

**3. Motor Vehicles where funds will be transferred to recipients and/or the implementing partners**

Documentary Requirements will depend whether the motor vehicles are considered as service vehicles or for agricultural use/purpose

**4. Request for APMV under Special Cases**

- a. Documentary Requirements will depend whether the motor vehicles are considered as service vehicles or for agricultural use/purpose
- b. Additional supporting documents shall be provided:
  - Approved Annual Procurement Plan (APP)
  - Certificate of Availability of Funds (CAF)
  - Multi-year Plan (MYP) i.e. Planning/Procurement/Replacement Plan

**3. Other applicable Program/Activity/Project (P/A/P) of the DA**

- a. Documentary Requirements will depend whether the motor vehicles are considered as service vehicles or for agricultural use/purpose

**SECTION VII. REPEALING CLAUSE**

DA- Administrative No. 01, Series of 2021 is hereby rescinded and repealed accordingly.

In addition, provisions of other existing guidelines that are not consistent with this Circular are revised, modified, and/or repealed accordingly.

**SECTION VIII. EFFECTIVITY**

These guidelines shall apply to all requests for APMV starting FY 2026 and those additional requests for APMV under FY 2025 GAA and FY 2024 Continuing Funds processed after the effectivity date of this guidelines.

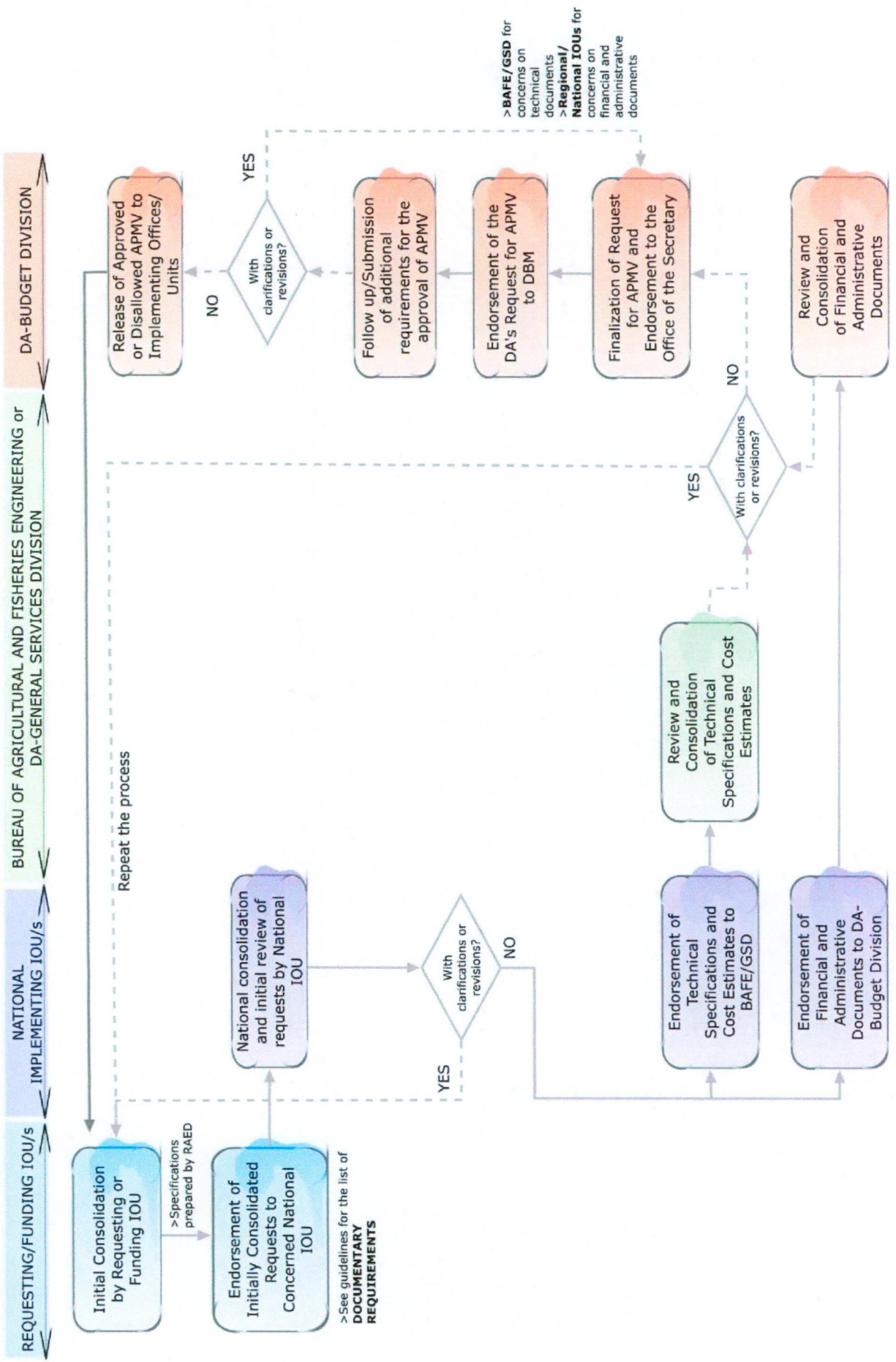
Done this 15<sup>th</sup> day of January, 2025.

~~FRANCISCO P. TIU LAUREL JR~~  
Secretary



DA-CO-OSEC-AO20241220-00027

# APPENDIX A. STANDARD PROCESS FLOWCHART





**APPENDIX B. STANDARD PROCEDURES FOR PROCESSING OF APMV REQUESTS WITHIN 67 WORKING DAYS**

ACTIVITY	SOURCE	INPUT*	OUTPUT*	END USER	TIMELINE
A. Initial consolidation and processing of supporting documents	Requesting or Funding IOU	1) Budget Call	1) Endorsement/Justification 2) User Deployment Plan 3) MVIRP/IIRUP 4) Appendix A 5) Market Analysis	RAED/GSS/Technical Unit	5 working days after issuance of DA-Internal Budget Guidelines
B. Finalization of technical specifications and costs of motor vehicles	RAED/GSS/Technical Unit	1) Endorsement/Justification 2) User Deployment Plan 3) MVIRP/IIRUP 4) Appendix A 5) Market Analysis	1) Appendix B	Requesting or Funding IOU	15 working days after issuance of DA-Internal Budget Guidelines
C. Endorsement of consolidated request to the National Implementing IOU	Requesting or Funding IOU	1) Endorsement/Justification 2) User Deployment Plan 3) MVIRP 4) Appendix A 5) Appendix B 6) Market Analysis		National IOU/Program Directorate	20 working days after issuance of DA-Internal Budget Guidelines
D. National consolidation and initial review of requests by National IOU	National IOU/Program Directorate	1) Endorsement/Justification 2) User Deployment Plan 3) MVIRP/IIRUP 4) Appendix A (Regional/Unit) 5) Appendix B 6) Market Analysis	1) National Appendix A (Consolidated) 2) Endorsement/Justification 3) User Deployment Plan 4) MVIRP/IIRUP 5) Appendix A 6) Appendix B 7) Market Analysis	-	10 working days after receipt of requests from requesting/funding IOUs
E. Endorsement of initially consolidated and reviewed requests to reviewing IOUs	National IOU/Program Directorate	1) National Appendix A (Copy 1) 2) Regional Appendix A 3) Endorsement/Justification		DA-Budget Division**	10 <sup>th</sup> working day after receipt of requests from requesting/funding IOUs
		Additional Documents for Special Cases			



ACTIVITY	SOURCE	INPUT*	OUTPUT*	END USER	TIMELINE
		4) APP 5) CAF 6) MYP  1) National Appendix A (Copy 2) 2) Regional Appendix A 3) Regional Appendix B 4) Regional Market Analysis 5) User Deployment Plan 4) MVIRP /IIRUP		GSD***	
F. Review of Financial, Administrative, and Technical Documents	DA-Budget Section	1) National Appendix A (Copy 1) 2) Regional Appendix A 3) Endorsement/Justification  Additional Documents for Special 4) APP 5) CAF 6) MYP	1) Comments and Requests for revision, if any	Requesting/ Funding/ National IOU	15 working days after receipt of requests from National IOUs
	GSD	1) National Appendix A (Copy 2) 2) Regional Appendix A 3) Regional Appendix B 4) Regional Market Analysis 5) User Deployment Plan 4) MVIRP /IIRUP	1) Comments and Requests for revision, if any	Requesting/ Funding/ National IOU	
	BAFE	1) National Appendix A (Copy 3) 2) Regional Appendix A 3) Regional Appendix B 4) Regional Market Analysis	1) Comments and Requests for revision, if any	Requesting/ Funding/ National IOU	



ACTIVITY	SOURCE	INPUT*	OUTPUT*	END USER	TIMELINE
G. Revision of requests based on the comments from BAFE/Budget Division, and changes in the NEP, and the released GAA	Requesting/ Funding/ National IOU	1) Revised documents, if any		DA-Budget Division/ GSD/ BAFE	10 working days after receipt of recommendation s
H. Endorsement of Reviewed and Consolidated Specifications and Cost Estimates	GSD	1) Endorsement Letter signed by Service Director 2) National Appendix A (Copy 2) 3) Regional Appendix A 4) National Appendix B as reviewed by GSD 5) Regional Appendix B 6) Regional Market Analysis 7) User Deployment Plan 8) MVIRP/IIRUP		DA-Budget Division	25 <sup>th</sup> working day after receipt of requests from National IOUs
I. Finalization of Request for APMV and Endorsement to the Office of the Secretary	BAFE	1) Endorsement Letter signed by Bureau Director 2) National Appendix A (Copy 3) 3) Regional Appendix A 4) National Appendix B as reviewed by BAFE 5) Regional Appendix B 6) Regional Market Analysis		Office of the Secretary	5 working days after receipt of requests from Reviewing IOUs
	DA-Budget Division	1) Draft Endorsement Letter to DBM 2) National Appendix A 3) National Appendix B 4) Regional Supporting Documents <ul style="list-style-type: none"> <li>• Endorsement/Justification</li> <li>• User Deployment Plan</li> <li>• MVIRP/IIRUP</li> <li>• Regional Appendix A</li> <li>• Regional Appendix B</li> <li>• Regional Market Analysis</li> <li>• Additional Documents for Special Cases (APP/CAF/MYP)</li> </ul>			

ACTIVITY	SOURCE	INPUT*	OUTPUT*	END USER	TIMELINE
J. Endorsement of the Comprehensive Request for APMV to DBM	DA-Budget Division	1) Endorsement Letter to DBM signed by DA Secretary 2) National Appendix A 3) National Appendix B 4) Regional Supporting Documents <ul style="list-style-type: none"> <li>● Endorsement/Justification</li> <li>● User Deployment Plan</li> <li>● MVIRP/IIRUP</li> <li>● Regional Appendix A</li> <li>● Regional Appendix B</li> <li>● Regional Market Analysis</li> <li>● Additional Documents for Special Cases (APP/CAF/MYP)</li> </ul>		DBM	5 working days after receipt of consolidated requests from DA -Budget Division
K. Follow up and submission of additional requirements, and approval of the APMV	DA-Budget Division	a) Further Revisions b) Clarifications/Justifications c) Additional Supporting Documents		DBM	-
L. Release of the Approved/Disallowed APMV	Budget Division	1) Endorsement Letter to Implementing Units 2) Approved/Disapproved APMV from DBM		Concerned DA-IOUs	2 working days after receipt of Approved/Disapproved APMV

*\*Documentary Requirements will depend on whether the motor vehicles will be used by DA offices/units/stations or to be provided as grant to farmer beneficiaries*

*\*\*DA-Budget Division shall conduct review of financial and administrative documents of all requests for APMV from DA-IOUs;*

*\*\*\*DA- General Service Division (GSD) shall conduct review of specifications and cost estimates of motor vehicles for use of DA offices/units/stations; and*

*\*\*\*\*Bureau of Agricultural and Fisheries Engineering (BAFE) shall conduct review of specifications and cost estimates of motor vehicles provided as grants to farmer beneficiaries.*



**APPENDIX C. STANDARD TEMPLATES**

Appendix A. List of Motor Vehicles/Machine/Equipment

IOU	Requesting or Funding IOU	Program/Activity/Project (P/A/P)	Vehicle Classification	Purpose (Use of DA/FCA)	No of Units	Budget Appropriations		
						Unit Cost	Sub-object Classification	Total Amount (PhP'000)

Prepared by:

**Signature over Printed Name**

Program Coordinator, Requesting or Funding Unit

Reviewed and Certified by:

**Signature over Printed Name**

Chief, Budget Section/Division

Appendix B. Technical Specifications of Motor Vehicles/Machinery/Equipment

Requesting or Funding IOU	Program/Activity /Project (P/A/P)	Vehicle Classification	Unit Cost	Technical Specifications*

\* See Annex A for the Minimum List of Technical Specifications by Type of Motor Vehicle

Prepared by:

**Signature over Printed Name**

ABE-RAED for RFOs/  
 Technical Unit for Bureaus, Attached Agencies/  
 GSS for Service Vehicles

Reviewed and Certified by:

**Signature over Printed Name**

RAED Chief for RFOs/  
 Technical Unit for Bureaus, Attached Agencies/  
 AFD Chief for Service Vehicles



Appendix C. Market Analysis Outline

**MARKET ANALYSIS OUTLINE**

I – Specifications of Motor Vehicle including Attachments/Implements and other requirements

II – Matrix of Three (3) Price Quotations including direct and indirect costs

BRAND	SPECIFICATIONS	PRICE PER UNIT
1	a. Motor Vehicle b. Implements c. Other requirements	
2		
3		

III – Remarks on specifications and gathered prices. Declaration of midpoint price which is now the basis of the ABC. (Midpoint + indirect costs = ABC)

Lowest Price = Php \_\_\_\_\_

Highest Price = Php \_\_\_\_\_

Midpoint Price (Highest +Lowest /2) = Php \_\_\_\_\_

Recommended Unit Price = Php \_\_\_\_\_  
(Midpoint + indirect costs\*)

*\*Indirect costs may be incorporated during canvassing or after determination of midpoint price, whichever is more applicable in your study.*

Prepared by:

**Signature over Printed Name**

ABE-RAED for RFOs/  
Technical Unit for Bureaus, Attached Agencies/  
GSS for Service Vehicles

Reviewed and Certified by:

**Signature over Printed Name**

RAED Chief for RFOs/  
Technical Unit for Bureaus, Attached Agencies/  
AFD Chief for Service Vehicles

## ANNEX A.

### Minimum List of Technical Specifications by Type of Motor Vehicle

#### I – Four-wheel Tractor

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Rated Power	hp	a) Compact Tractors - below 32 hp b) Standard Light Tractors - minimum of 32 but less than 50 hp c) Standard Light-Medium Tractors - minimum of 50 but less than 70 hp d) Standard Medium Tractors - minimum of 70 but less than 90 hp e) Standard Heavy Tractors - minimum of 90 hp
No. of Cylinder	-	a) Below 90 hp - at least 3 cylinder; or b) 90 hp and above - at least 4 cylinder
Stroke-Cycle	-	a) Two or b) Four-stroke cycle
Cooling System	-	a) Water-cooled or b) Air-cooled
Fuel Injection System	-	a) Direct (Common Rail); or b) Indirect
<b>B. Performance</b>		
Hydraulic Lift	kN/kW	a) 65 kW and below - 0.31 kN/kW*; or b) above 65 kW - 20.15 plus 0.155 kN/kW for the succeeding drawbar power*
PTO Power	%	Minimum of 85% of rated power*
Specific Fuel Consumption	g/kW-h	Maximum of 350 g/kW-h*
<b>C. Classification</b>		
Air Induction	-	a) Turbocharged and intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-assisted steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c.) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
<b>D. Accessories</b>		1. ROPS, Seatbelt, Canopy* 2. Set of Standard Tools for Maintenance* 3. OEM Manual** 4. Hydraulic Control Valve/s (Auxiliary or Integral)



<b>E. Implements</b> (at least three implements ***)		
Hitch Category	-	Category 1, 2, or 3
a. Primary/ Secondary/ General Purpose	-	
Width of Cut	cm	
No. of Disc/Blades	-	
Diameter	in	
b. Earth-moving, hauling, PTO- driven		
Capacity	-	
Effective Width	cm	
Effective Depth	cm	
c. Any (a or b)		
Capacity	-	
Effective Width	cm	
Effective Depth	cm	
No. of Disc/Blades	-	
Diameter	in	

*\*Performance Requirement based on PNS/PABES 301:2020 (Production Machinery – Four-Wheel Tractors – Specifications)*

*\*\*PNS/PABES 102:2000 (Agricultural Machinery – Operator’s Manual – Content and Presentation)*

*\*\*\*Memorandum Order No. 62, Series of 2021, Adoption of Technical Bulletin No. 1 – General Guidelines on the Selection of Tractor Size, Implements, and Other Specifications*

## II - Hauling Vehicle

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Engine Displacement	cc	Minimum engine displacement shall be identified
<b>B. Performance/Classification</b>		
Aspiration Method	-	a) Turbocharged and Intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-Assisted Steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c.) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
Emission Rating	-	Euro IV, minimum
<b>C. Body</b>		
No. of Wheels	-	2, 4, 6, or 10
Payload	kg	Minimum payload shall be identified
Gross Vehicle Weight	kg	a) Delivery Truck – up to 6 wheels, GVW not exceeding 16,880 kilograms (16.88 tons) b) Cargo Truck – up to 10 wheels, GVW not exceeding 27,250 kilograms (27.25 tons) c.) Heavy Cargo Truck – up to 14 wheels, GVW not exceeding 29,700 kilograms (29.70 tons)
Front Cabin	-	a) Single or b) Double
Rear Body Type	-	a) Open Cargo/Drop side b) Closed Van c) Wing Van
Container Dimensions	LxWxH (mm) or L (mm)	Approximate Body Length and/or other dimensions, which may be calculated from the volume and other properties of produce to be hauled



### III - Heavy Equipment (Dump Truck)

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Engine Displacement	cc	Minimum engine displacement shall be identified
<b>B. Performance/Classification</b>		
Aspiration Method	-	a) Turbocharged and Intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-Assisted Steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c.) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
Emission Rating	-	Euro IV, minimum
<b>C. Body</b>		
No. of Wheels	-	2, 4, 6, or 10
Payload	kg	Minimum payload shall be identified
Gross Vehicle Weight	kg	Minimum gross vehicle weight shall be identified
Front Cabin	-	a) Single or b) Double
Rear Body Type	-	Dump Truck
Container Dimensions	LxWxH (mm) or L (mm)	Approximate Body Length and/or other dimensions, which may be calculated from the volume and other properties of produce to be hauled

**IV – Heavy Equipment (Lifting Machine)**

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine c) Electric Motor
Rated Power	hp	
<b>B. Performance/Classification</b>		
Classification	-	a) Forklift b) Bucket Lift
Load Capacity	kg	
Lift Height	m	
Wheel Type	-	
No. of Wheels	-	



## V – Rice Combine Harvester

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Rated Power	hp	a) Standard Rice Combine Harvester – 60-95 hp b) Mini Rice Combine Harvester – below 60 hp
<b>B. Performance/Classification</b>		
Field Efficiency	%	75.0, minimum*
Total Machine Loss	%	3.5, maximum*
a) Header Loss		0.5, maximum*
b) Separation Loss		1.3, maximum*
c) Blower Loss		1.2, maximum*
d) Unthreshed Loss		0.2, maximum*
e) Scattering Loss		0.3, maximum*
Purity		
a) with fan	%	97.0, minimum*
b) without fan		95.0, minimum*
Broken grains	%	2.0, maximum*
Net Cracked Grains	%	5.0, maximum*
Field Capacity	ha/hr	a) Standard Rice Combine Harvester 0.5 ha/hr, minimum b) Mini Rice Combine Harvester below 0.5 ha/hr
Cutting Width	m	a) Standard Rice Combine Harvester 2.0 m, minimum b) Mini Rice Combine Harvester below 2.0 m
Threshed Grain Output Capacity	kg/hr	-
Grain Tank Capacity	kg	-
Grain Unloading	-	a) Sack and Auto-loading b) Manual
Traction System	-	a) Rubber Track b) Pneumatic Tires
Cleaning System	-	a) Mechanical b) Aerodynamics
<b>C. Attachments/ Accessories</b>		a) Baler Specifications (if any)

\*Based on PAES 224:2015 Rice Combine Harvester – Specifications

## VI – Corn Combine Harvester

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Rated Power	hp	
<b>B. Performance/Classification</b>		
Harvesting Loss	%	3.0, maximum*
Separation Loss	%	1.5, maximum*
Unshelled Loss	%	0.5, maximum*
Total Grain Loss	%	2.0, maximum*
Purity	%	97.0, minimum*
Net Cracked Kernels	%	5.0, maximum*
Mechanically Damaged Kernels	%	3.0, maximum*
Field Capacity	ha/hr	-
Cutting Width	m	-
Cutting System	-	a) Picking-Shelling Type (Typical) b) Cutting-Shelling Type (Modified)
Shelled Grain Output Capacity	kg/hr	-
Grain Tank Capacity	kg	-
Grain Unloading	-	a) Sack and Auto-loading b) Manual
Bagging System	-	a) Sack/Bag type b) Tank/Bulk-type
Cleaning System	-	a) Mechanical b) Aerodynamics
Traction System	-	a) Rubber Track b) Pneumatic Tires
<b>C. Attachments/ Accessories</b>		a) Baler Specifications (if any)

*\*Based on PAES 241:2018 Corn Combine Harvester – Specifications*



**VII – Motor Vehicle for Special Purpose (Refrigerated/Reefer Van)**

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Engine Displacement	cc	Minimum engine displacement shall be identified
<b>B. Performance/Classification</b>		
Aspiration Method	-	a) Turbocharged and Intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-Assisted Steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c.) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
Emission Rating	-	Euro IV, minimum
<b>C. Body</b>		
No. of Wheels	-	2, 4, 6, or 10
Payload	kg	Minimum payload shall be identified
Gross Vehicle Weight	kg	Minimum gross vehicle weight shall be identified
Front Cabin	-	a) Single or b) Double
Rear Body Type	-	Closed Van
Container Dimensions	LxWxH (mm) or L (mm)	Approximate Body Length and/or other dimensions, which may be calculated from the volume and other properties of produce to be hauled
<b>D. Customization*</b>		
<b>Refrigeration Unit</b>		
Refrigerant	-	a) R404A b) R-134a c) R-507 d) Other types
Operating Temperature	°C	
Insulation Material and Thickness	-	a) Walls b) Ceiling c) Floor
Floor	mm	
Ceiling	mm	
<b>Attachments/Accessories/Equipment (if any)</b>		

**VIII – Motor Vehicle for Special Purpose (Bio-secure Hog Transport Vehicle/  
Animal Transport Vehicle)**

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Engine Displacement	cc	Minimum engine displacement shall be identified
<b>B. Performance/Classification</b>		
Aspiration Method	-	a) Turbocharged and Intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-Assisted Steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c.) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
Emission Rating	-	Euro IV, minimum
<b>C. Body</b>		
No. of Wheels	-	2, 4, 6, or 10
Payload	kg	Minimum payload shall be identified
Gross Vehicle Weight	kg	Minimum gross vehicle weight shall be identified
Front Cabin	-	a) Single or b) Double
Rear Body Type	-	a) Closed-type b) Fence-type c) Other types
Container Dimensions	LxWxH (mm) or L (mm)	Approximate Body Length and/or other dimensions, which may be calculated from the volume and other properties of produce to be hauled
<b>D. Customization</b>		
No. of layers	-	
No. of compartments per layer	-	
No. of heads per compartment	-	
Fabrication material of frames/partitions	-	
<b>Attachments/Accessories/Equipment (if any)</b>		



**IX – Motor Vehicle for Special Purpose (Disinfection Vehicle)**

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Engine Displacement	cc	Minimum engine displacement shall be identified
<b>B. Performance/Classification</b>		
Aspiration Method	-	a) Turbocharged and Intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-Assisted Steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c.) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
Emission Rating	-	Euro IV, minimum
<b>C. Body</b>		
No. of Wheels	-	2, 4, 6, or 10
Payload	kg	Minimum payload shall be identified
Gross Vehicle Weight	kg	Minimum gross vehicle weight shall be identified
Front Cabin	-	a) Single or b) Double
Rear Body Type	-	Open Cargo/Drop side
Container Dimensions	LxWxH (mm) or L (mm)	Approximate Body Length and/or other dimensions, which may be calculated from the volume and other properties of produce to be hauled
<b>E. Customization (Disinfection System)</b>		
<b>Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine c) Electric Motor
Rated Power	hp	
<b>Blower/Sprayer</b>		
Material	-	
No. of Nozzles	-	
Sprayer Angle	degree	
Sprayer Range	m	
Discharge	lpm	

<b>Tank</b>		
Pressure	MPa	
Capacity	liters	
<b>Attachments/Accessories/Equipment (if any)</b>		



**X - Motor Vehicle for Special Purpose (Agricultural Mobile Information Provider Vehicle)**

Parameter	Unit of Measure	Sample Values
<b>A. Prime Mover</b>		
Type	-	a) Diesel Engine b) Gasoline Engine
Engine Displacement	cc	Minimum engine displacement shall be identified
<b>B. Performance/Classification</b>		
Aspiration Method	-	a) Turbocharged and Intercooled; b) Turbocharged or c) Naturally-aspirated
Steering System	-	a) Full Hydrostatic Steering (Power Steering); b) Power-Assisted Steering (Power Steering); or c) Mechanical Steering.
Transmission System	-	a) Automatic; b) Constant Mesh - Synchromesh (Manual); or c) Sliding Mesh/Collar Shift (Manual)
No. of Drive	-	a) 2 or b) 4
Emission Rating	-	Euro IV, minimum
<b>C. Body</b>		
No. of Wheels	-	2, 4, 6, or 10
Payload	kg	Minimum payload shall be identified
Gross Vehicle Weight	kg	Minimum gross vehicle weight shall be identified
Front Cabin	-	a) Single or b) Double
Body Type	-	Closed Van
Container Dimensions	LxWxH (mm) or L (mm)	Approximate Body Length and/or other dimensions. This may include the height of the vehicle for its specific purpose.
<b>D. Customization*</b>		
<b>Attachments/Accessories/Equipment (if any)</b>		