



**REQUEST FOR QUOTATION
NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2024-1159
Date : September 4, 2024

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Registration No.: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A, please attach in your quotation a duly notarized certification to this effect.

Interested supplier/s are required to submit true copies of their **valid Mayor's Permit, Philgeps Registration Number** upon submission of quotation/s. An **Omnibus Sworn Statement** is required prior to award.

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **September 10, 2024 at 5:00PM**.

Very truly yours,


ENGR. EMMANUEL M. EDLES
AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Quotation validity shall be not less than **60 calendar days**.
- Good/s or Services shall be delivered **please refer to Annex A**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement**.
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: _____


BENJAMINE B. LIM
Canvasser

I am interested to quote and agree to the terms and conditions.

(Signature over Printed Name of Supplier / Service
Provider / Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII, Cebu City

Company Name _____
 Company Address _____
 Contact Person _____
 Contact No. _____
 PhilGEPS Registration No.: _____
 Tin Number: _____

RFQ No. DSWD7-2024-1159
 Date: September 4, 2024

| Item No. | Quantity | Unit of Measure | Articles / Descriptions | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|----------|----------|-----------------|---|--|-------------------------|-----------|------------|
| 1 | 1 | lot | <p>Provision of Preventive Maintenance Services performing 220,000km with General check up and minor repairs of defective parts and Roof Painting of DSWD Service Vehicle, ISUZU (DMAX) with Plate No. SAB 4901</p> | | | | |
| | | | <p>Scope of Works: *Perform PMS 220,000KM, General Check-up and Roof Painting Replace: Gasket Drainplug (genuine) Replace: Oil Filter (genuine) Replace: Engine Oil Replace: Transmission Oil Replace: Gear Oil Replace: 4x4 Transfer Case Oil Brake Cleaner Replace: Brake Fluid Replace: Power Steering Fluid Replace: Grease Replace: Coolant Replace: Fuel Filter (Primary) (genuine) Replace: Fuel Filter (Secondary) (genuine) Replace: Air Filter (genuine) Windshield Cleaner Shop Material Replace: Brake Caliper Kit (genuine) Replace: Engine Support (genuine) Replace: Piston Caliper (genuine) Replace: Aircon Belt (genuine) Replace: Alternator Belt (genuine) Replace: Bypass Hose (genuine) Replace: Valve Cover Gasket (genuine) Replace: Cover Nozzle (genuine) Fuel Leak off, lset Replace Ceiling Sssembly (genuine)</p> | | | | |

| Item No. | Quantity | Unit of Measure | Articles / Descriptions | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|---|----------|-----------------|---|---|-------------------------|-----------|------------|
| | | | Diagnose Clutch Components Unusual Vibration Roof Painting Materials: *Gasket Drainplug (genuine) *Oil Filter (genuine) *Engine Oil *Transmission Oil *Gear Oil *4x4 Transfer Case Oil *Brake Cleaner *Brake Fluid *Power Steering Fluid *Grease *Coolant *Fuel filter (Primary) (genuine) *Fuel filter (Secondary) (genuine) *Air filter (genuine) *Windshield cleaner *Shop Material *Brake Caliper Kit (genuine) *Piston Caliper (genuine) *Engine Support (genuine) *Aircon Belt (genuine) *Alternator Belt (genuine) *Bypass Hose (genuine) *Valve Cover Gasket (genuine) *Cover Nozzle (genuine) *Fuel Leak off, Iset *Ceiling Sssembly (genuine) *Diagnose Clutch Components Unusual Vibration *Roof Painting | | | | |
| Approved Budget for the Contract: Php 105,171.00 | | | | Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable. | | | |
| End User: DRMD | | | | | | | |
| PURPOSE : Preventive Maintenance Services of DSWD Service Vehicle, ISUZU (DMAX) with Plate No. SAB 4901 | | | | | | | |

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.


BENJAMINE B. LIM
 Canvasser

Signature of Supplier / Authorized Representative Over
Printed Name

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