



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

RFQ No. : DSWD7-2024- 1691 /
Date : December 12, 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 and Philgeps registration number upon submission of quotation/s.

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; 232-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **December 17, 2024 at 3:00PM.**

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 **on the specified dates in Annex A**
- Place of Delivery: **RRCY,Brgy. Candabong Binlod, Argao, Cebu** ✓
- Terms of Payment: **within 30 days from the receipt of billing statement/Sales Invoice**
- 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: _____

REINAFLO C. VISTO
Canvasser

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

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



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

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Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
	1	lot	Preventive Maintenance Service performing 30,000km with check up and replacement of defective parts for DSWD Vehicle Montero Sports with Plate No. SND1219				
			Scope of works:				
			Conventional A/C Cleaning				
			30,000 km Check up (All-in)				
			Repack wheel bearing front				
			Greasing All Joints				
			Replace transmission and diff. gear oil				
			Materials:				
			Refrigerant and Compressor Oil				
			Service Materials				
			Synthetic Oil (6 Ltrs)				
			Oil Filter and Gasket				
			Engine Flush				
			Engine Treatment				
			Brake Cleaner and Grease				
			Wiper Shampoo				
			Fuel Treatment				
			Injector Cleaner				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			A/C Kool Shotz				
			Grease				
			Fuel Filter				
			Gear Oil (7 Ltrs)				
			A/C Drier				
Approved Budget for the Contract: Php 60,530.00				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User:	General Services						

PURPOSE : Preventive Maintenance Service performing 210,000 km with check up and replacement of defective parts for DSWD Vehicle Montero Sports with Plate No. SND1219

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

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


REINAFLOR C. VISTO

Cavasser