



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2025-1060
Date : July 18, 2025

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** in accordance with Implementing Rules and Regulations of Republic Act 12009. Failure to indicate required information/s 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 or service provider/s is/are required to submit true copies of **valid Business/Mayor's Permit** and **Philgeps Registration Number** upon submission of the quotation/s. An **Omnibus Sworn Statement** is required prior to award.

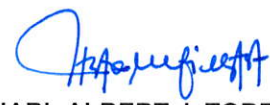
Please **accomplish and submit** this form together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 887-9720; 232-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **July 22, 2025 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 **within 30 days from receipt and conformity of Purchase Order.**
- Place of Delivery: **please refer to Annex A**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay.**
- 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: _____


CHARL ALBERT J. TORREFIEL
Canvasser

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

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



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

RFQ No. DSWD7-2025-1060

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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>Preventive Maintenance Services performing 360,000km with check-up (all-in), minor repair and replacement of defective parts for DSWD Vehicle Toyota (Hilux) with Plate No. UQM 291</p> <p>Scope of Works:</p> <p>*BP Paint Materials (1)</p> <p>*Wash over (65)</p> <p>*Brake Stop Squel Service Kit (1)</p> <p>*Brake Cleaner (1)</p> <p>*TWWF W765 (1)</p> <p>*X1R Decarboniser DSL (1)</p> <p>*TOYOTA Genuine Diesel Engine (1)</p> <p>*Flush (1)</p> <p>*X1R Engine Treatment (1)</p> <p>*Croco Sandpaper #120 (1)</p> <p>* Waste Pad (5)</p> <p>*Customer Pad (2)</p> <p>* TGMG GL-4 75W-90 1L (3)</p> <p>* Filter & Acc Assy A (1)</p> <p>*TSLC (2 Liters) (3)</p> <p>*Fuel Filter Element (1)</p> <p>*TGFS SN/CF 5W-30 1L (7)</p> <p>*Air filter element sub-assy (1)</p> <p>*Gasket (1)</p> <p>*Oil filter IMV (1)</p> <p>*Brake fluid (3)</p> <p>*360,000 KM check-up (9.900)</p>				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			*ATF T4 (4L) (3) ✓ *Perform ATF dialysis (3.0) ✓ *BG ATC Plus & Quick Clean (AT) (1) ✓ *Tint front and Rear (1) ✓ *Labor ✓				
Approved Budget for the Contract: Php 151,085.23 ✓				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated or may state brand, model and country of origin of item offered, if applicable.			
End User: SWAD Negros ✓							
PURPOSE :		Labor and materials in repair and replace of under chassis parts of DSWD Service Vehicle Toyota (Hilux) with Plate No. UQM 291. ✓					



CHARL ALBERT J. TORREFIEL
Canvasser

Signature of Supplier / Authorized Representative Over
Printed Name

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