



REQUEST FOR QUOTATION
NP- SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2020- 1523
 Date : December 22, 2020

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, Omnibus Sworn Statement** for ABC above Php50,000.00, and **Latest Income Tax Return** for ABC above Php500,000.00 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 28, 2020 at 12:00 noon.**

Very truly yours,

ROSARIO P. BACONG
 AO V/Head, Procurement Management Section

Terms and Conditions:

1. Award shall be made on per: item basis total quoted price lot basis
2. Quotation validity shall be not less than **60 calendar days.**
3. Good/s or Services shall be delivered within **7 calendar days** upon receipt and conformity of Purchase Order.
4. Place of Delivery: **VDRC, Tingub, Mandauè City, Cebu**
5. Terms of Payment: **within 30 calendar days from the receipt of Billing Statement / Sales Invoice.**
6. Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
7. 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.
8. Warranty Period, if applicable: _____


JOCELYN G. PADO
 Canvasser

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

 (Signature over Printed Name of Supplier /
 Authorized Representative)



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

Company Name _____
 Company Address _____
 Contact Person _____
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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	1	lot	<p>CHECK-UP, REPAIR, REPLACEMENT OF PARTS, RECONDITIONING AND REWIND OF GENERATOR SETS</p> <p>SCOPE OF WORK:</p> <ul style="list-style-type: none"> * Mobilize generator set from AVRC, Labangon, Cebu City to VDRG, Tingub, Mandaua City. *Disassemble and reassemble generator and test winding motor, generator stator, armature and rotors. * Inspect the alignment * Conduct insulation testing using megger tester for all terminal leads. *Remove old winding coil from core and properly turn-over to the property officer. *Clean, test, and repair Core before installing the new winding coil. * Install new winding coil CAREFULLY to minimize handling damage. <p>*Process testing</p> <ul style="list-style-type: none"> - Ground testing for Coil or bar resistance - Coil or bar hipot tests (after wedging before lashing) - Turn test (before too many coils are covering tested coils) - Transposition group (for externally transposed coils) 				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<ul style="list-style-type: none"> * Change oil '-replacement of 1 set Fuel Filter '-replacement of 1 set Lube Filter '-replacement of 1 Coolant '-replacement of Engine Oil '-Cleaning and reconditioning of radiator and Engine * Injectors, ignition contact points, and condensers to be cleaned and adjusted or replaced when necessary (gaseous fueled only) * Timing to be checked and set when necessary * Fuel tanks and lines to be inspected for the purpose of determining if excessive sludge or rust is collecting. All fuel filters and sediment bowls to be cleaned or replaced as required. Access for inspection to be provided by the customer. * Check entire equipment for fuel, oil, or coolant leaks. * Check condition of battery charger and report any action necessary for recharging or replacement. * Clean air filter or replace as necessary. * Check coolant level and antifreeze protection level. * Check all hoses and belts for wear. 				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			* Operate under emergency load if conditions permit. * Check all instruments for proper operation. * Operate generator set system and conduct test * Conduct testing and commissioning of the generator set * Conduct final testing and commissioning before the acceptance by end-user				
Approved Budget for the Contract: Php 215,000.00 Charge to: VDRRC Funds End User: VDRRC Purpose : For the repair of 90KVA generator set				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			

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

Signature of Supplier / Authorized Representative
 Over Printed Name


JOCELYN G. PADDAO
 Cashvasser