



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

RFQ No. : DSWD7-2022-0984
 Date : June 14, 2022

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 service providers are required to submit true copies of their valid **Mayor's/Business Permit & Philgeps Registration Number** upon submission of quotation. An Omnibus Sworn Statement shall be 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 **June 20, 2022 at 5:00PM.**

Very truly yours,

ROSARIO P. BACONG
 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 calendar from receipt and conformity of P.O.**
- Place of Delivery: **AVRC II Camomot Franza Rd., Brgy. Labangon, 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: _____


BONAPARTE D. CASEÑAS II
 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: _____

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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	Supply of Parts and Labor for One (1) Unit DSWD Forklift Model: FD25T, Serial No. 41507090114 * Replacement of Two (2) Radiator Hose upper and lower * Replacement of Two (2) side mirror * Replacement of One (1) Reservoir Tank * Replacement of One (1) Fan Belt * Replacement of Two (2) Oil Cooler hose upper and lower * Replacement of Two (2) rear tires 600mm X 9inches * Replacement of Two (2) press-in and out of tires 600mm X 9inches * Special Inclusion: Washing of the unit				
2	1	lot	Preventive Maintenance Services For One (1) Unit DSWD Forklift Model: FD25T, Serial No. 41507090113 * Replacement of Engine Oil SAE 40 (9Liters) * Replacement of Engine Oil Filter * Replacement of Multi - purpose Grease * Replacement of Transmission Oil (6Liters) * Replacement of Transmission Filter * Replacement of Hydraulic Oil Tellus 32 (36Liters) * Replacement of Hydraulic Oil Filter * Replacement of Fuel Filter * Replacement of Chain Lubricant * Replacement of Master Brake O/H Kit (2sets) * Replacement of Radiator Coolant (9Liters) * Replacement of Gear Oil (6Liters) * Replacement of Brake Fluid (1Liter) Special Inclusion: Washing of the unit Delivery Place: AVRC II Compound Camomot Franza Rd. Brgy. Labangon Cebu City				
Approved Budget for the Contract: Php 90,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: Disaster Response Management Division							
PURPOSE : Repair and Maintenance of Two (2) Units DSWD Forklift in Regional Warehouse							

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

Bonaparte D. Caseñas II
BONAPARTE D. CASEÑAS II
 Canvasser

Signature of Supplier / Authorized Representative Over
Printed Name