



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

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

RFQ No. : DSWD7-2023-0879A
 Date : August 25, 2023

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

Sir/Madam:

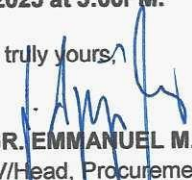
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures 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** 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 **August 29, 2023 at 5:00PM.**

Very truly yours,


ENGR. EMMANUEL M. EDLES
 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 30 days calendar from receipt and conformity of P.O.**
4. Place of Delivery: **SWAD Bohol, Tagbilaran City, Bohol**
5. Terms of Payment: **within 30 days from the receipt of billing statement.**
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: _____


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	<p>Preventive Maintenance Services performing 320,000km with check-up (all-in), minor repair and replacement of defective parts for DSWD Vehicle Mitsubishi (Strada) with Plate No. SKP 659</p> <p>Scope of works:</p> <ul style="list-style-type: none"> ● 320,000km check-up (all-in) ● Overhaul brake caliper (front) ● Replace brake pads ● Replace brake rotor disc ● Replace valve cover gasket ● Replace engine air cleaner ● Replace axle boots (front) ● Replace run channel door ● Replace key cylinder door ● Replace float fuel gauge assy ● Replace fuel filter assy ● Cleaning of fuel tank ● Replace horn ● Replace bulb ● EGR Cleaning ● Greasing all fittings ● Replace a/c belt ● Replace power steering belt ● Aircon system general cleaning ● Replace a/c magnetic clutch ● Replace brake fluid ● Cleaning of intercooler assembly ● Replace tires with wheel balancer ● Perform wheel alignment <p>Materials:</p> <ul style="list-style-type: none"> ● Fuel conditioner ● Aerosoel grease 				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<ul style="list-style-type: none"> ● Aircon freon refrigerant ● Gasket, rocker cover ● Windshield cleaner ● Sanpag oil ● PMS Kit ● A/C Belt ● Brake fluid ● Bulbs ● Piston, front brake caliper ● Oil seal, rocker cover ● Run channel, front door window (left and right) ● Seal, Cylinder head ● Gasket, Engine oil Filter ● Engine Treatment ● Clutch assy. A/C ● Fan & motor kit heater ● Cylinder, key set, lock ● Seal kit, front brake caliper piston ● Pad set, front brake (genuine) ● Belts (genuine) ● Boot kit, front axle shaft (left and right) - genuine ● Boot kit, front axle joint (left and right) - genuine ● Fully synthetic oil ● Tires ● Fuel filter ● Gauge unit, fuel ● Engine flush ● Element, Air cleaner ● Brake cleaner ● O-rings 				
Approved Budget for the Contract: Php 275,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: SWAD BOHOL							
PURPOSE : Labor and materials in repair and replace of under chassis parts of DSWD Service Vehicle Mitsubishi (Strada) with Plate No. SKP 659							

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


BONAPARTE D. CASEÑAS II
 Canvasser

Signature of Supplier / Authorized Representative
Over Printed Name

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