



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. : DSWD7-2021- 0662-A
Date : August 19, 2021

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 provideer are required to submit true copies of their valid **Mayor's Permit, Philgeps Registration Number, Latest Income Tax Return(ITR)** for ABC above Php500,000.00 upon submission of quotaion. An Omnibus Sworn Statement(**OSS**)shall be required prior to award for ABC above Php50,000.00.

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 24, 2021** at 5:00 pm.

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 Compound, Camomot Franza Road, Brgy. Labangon, Cebu City
- Terms of Payment: **within 30 calendar 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: _____


LEIF WAYNE YOUNG
Canvasser

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

(Signature over Printed Name of Supplier /
Authorized Representative)



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Field Office VII, Cebu City

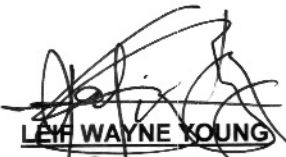
Company Name _____
 Company Address _____
 Contact Person _____
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RFQ No.: DSWD7-2021- 0662-A
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Item No.	Qty	Unit of measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	Provision of Labor and Materials for the Repair & maintenance of HYTSU forklifts in Labangon Warehouse:				
			<p>A: Forklift # 1 Model # FD25T Serial No. 41507090114</p> <p><i>Scope of works/Specifications:</i></p> <p>1. Perform preventive repair and maintenance and provision of necessary items such as but not limited to:</p> <p>a. Replacement of lift cylinder O/H Kit L/R</p> <p>b. Replacement of tilt cylinder O/H L/R</p> <p>c. Replacement of tilt cylinder hydraulic hose, upper and lower</p> <p>d. Replacement of 2 pcs head light bulbs H3</p> <p>e. Replacement of 2 pcs double contact bulbs 12 V</p> <p>f. Replacement of steering cylinder O/H Kit</p> <p>g. Repair of radiator</p> <p>h. Replacement of 1 set master brake O/H Kit</p> <p>i. Replacement of 2 sets wheel cylinders O/H Kit</p> <p>j. Conduct of steam wash</p> <p>2. Provision of necessary items such as but not limited to:</p> <p>* 9 liters engine oil SAE 40</p> <p>* 1 pc engine oil filter</p> <p>* 1 can multi-purpose grease</p> <p>* 1 liter trasmission oil</p> <p>* 1 pc transmission oil filter</p> <p>* 36 liters hydraulic oil fellus 32</p> <p>* 1 pc hydraulic oil filter</p> <p>* 1 pc fuel filter</p> <p>* 1 pc chain lubricant</p> <p>* 9 liters radiator coolant</p> <p>* 6 liters gear oil</p> <p>* 1 liter brake fluid</p> <p>B. Forklift # 2 Model # FD25T Serial No. 41507090113</p> <p><i>Scope of works/Specifications:</i></p> <p>1. Perform preventive repair & maintenance and provision of necessary items such as but not limited to:</p> <p>a. Replacement of steering cylinder O/H Kit</p> <p>b. Replacement of temperaure gauge digital</p>				

Item No.	Qty	Unit of measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			c. Replacement of horn 12 V				
			d. Replacement of 1 set master brake O/H Kit				
			e. Replacement of 2 sets wheel cylinder O/H Kit				
			f. Conduct of steam wash				
			2. Provision of necessary items such as but not limited to:				
			* 9 liters engine oil SAE 40				
			* 1 pc engine oil filter				
			* 1 can multi-purpose grease				
			* 1 liter transmission oil				
			* 1 pc transmission oil filter				
			* 36 liters hydraulic oil fellus 32				
			* 1 pc hydraulic oil filter				
			* 1 pc fuel filter				
			* 1 pc chain lubricant				
			* 9 liters radiator coolant				
			* 6 liters gear oil				
			* 1 liter brake fluid				
Approved Budget for the Contract: Php 167,500.00				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
End User: DRMD							
Purpose : Repair, Improvement and Preventive Maintenance of DSWD two(2) HYTSU Forklift in Labangon Warehouse.							

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


LEV WAYNE YOUNG
 Convasser

 Signature of supplier/Authorized Representative over printed name