



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

RFQ No. : DSWD7-2020-0796  
 Date : JULY 30, 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, **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 AUGUST 5, 2020 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 calendar days** upon receipt of approved Purchase Order.
- Place of Delivery: \_\_\_\_\_
- Terms of Payment: within 30 calendar days from the receipt of Billing Statement / Sales Invoice.
- Liquidated Damages/Penalty: One-tenth of one percent for every day 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: \_\_\_\_\_

  
**RAMSEL GASPAR S. MANGILA**  
 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  
 Contact No.

RFQ No.: DSWD7-2020-0796  
 Date: JULY 30, 2020


PhilGEPS Registration No.:

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	unit	lot	Preventive Maintenance Services performing 150,000km with check-up, minor repair and replacement of defective parts for <b>DSWD Vehicle TOYOTA (11-face) with Plate No. SDR 889.</b>  <b>Scope of works:</b> * 150,000km, check-up * Replace timing built * Replace tie-rod and rack end * Replace rotor disc and wiper rubber * Conventional A/C Cleaning * Engine detailing * Replace 4(four) tires  <b>Materials:</b> * Timing belt (genuine) * Tie rod and rack end (genuine) * Gasket * Oil filter * Injector cleaner * Engine Oil-5liters * Engine Flush * Engine treatment additive * Brake system kit (genuine) * Brake cleaner (genuine) * Rubber wiper blade * Brake pad kit				

Item No.	Qty.	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			* Everseal				
			* Freon				
			* Pag-oil (synthetic lubricant)				
			* Cleaner and Coat				
			* Bridgestone tires				
			* Bosch horn				
Approved Budget for the Contract: <b>Php 105,500.00</b>							
Charge to: RRCY							
End User: Regional Rehabilitation Center for Youth (RRCY)							
Purpose : Preventive Maintenance Services performing 150,000km with check-up, minor repair and replacement of defective parts for DSWD Vehicle TOYOTA (Hi-ace) with Plate No. SDY 889							

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

Signature of Supplier / Authorized Representative  
Over Printed Name

  
**RAMSEL GASPAS S. MANGILA**  
Canvasser