DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Regional Office III
Government Centre, Maimpis, City of San Fernando (P)

REQUEST FOR QUOTATION

RFQ No. 2023-03-015
PR No. 2023-03-033
Mode of Proc: NP-SVP

***Company Name:** _____
***Company Address:** _____
***Contact Person:** _____
***Contact No.:** _____
***Email Address:** _____
***PhilGeps Reg. No.:** _____

***REQUIRED. To avoid bid disqualification, please fill out all the items accordingly.** Indicate "N/A" if not applicable. Thank you!

***Title of the Project: SUPPLY AND DELIVERY OF MATERIALS NEEDED FOR THE PREVENTIVE MAINTENANCE SERVICES OF EIGHT (8) RP VEHICLE.**

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 basis for non – compliance. Also, 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 **Annex A,** please attach in your quotation, a duly notarized certification to this effect.

Interested supplier/s are required to submit copies of their **Mayor's/Business Permit**. The **Certificate of PhilGEPS Membership** may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number.

Please accomplish and submit this from together with Annex A and all the required documents to DSWD FO III - BAC Secretariat at DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga or email to **quotation.fo3@dswd.gov.ph** not later than **12:00PM March 15, 2023**. Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ NUMBER] [DEADLINE OF SUBMISSION]**. Bids submitted must be in **pdf format** ONLY clearly scanned in a **SINGLE FILE**. Any supporting documents shall be saved in a separate pdf file.

Very truly yours,

JENNIFER CAMPANG-MORALES
Procurement Section Chief

Terms and Conditions:
1. Award shall be made on per: ☐ Item Basis ■ Lot Basis
2. No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
3. Quotation validity shall be: Thirty (30) Calendar Day
4. Good/s/Activity shall be delivered within: Ten (10) Calendar Days
5. Place of Delivery: DSWD FO III, Maimpis, City of San Fernando, Pampanga

Terms of Payment: Within Thirty (30) Calendar Days
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).
Account Name: _____
Account Number: _____
Bank Name: _____
Branch: _____
*Note; Non-Land Bank of the Philippines accounts shall be charged a service fee.

DSWD Field Office III, Government Center, Maimpis, City of San Fernando, Pampanga, 2000 Philippines
Website: www.fo3.dswd.gov.ph Tel Nos.: (045) 961-2143

7. Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.
8.For goods, please indicate brand, model and country or origin.
9.In case of discrepancy between unit cost and total cost, unit cost shall prevail.
10.Please indicate Warranty (If applicable):_____
10.NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free.

Keilyn Joy Calma
PRMU

(Signature over Printed Name)
Supplier

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Procurement Form No. 04-A "ANNEX A"

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

NOTE: "Prospective supplier must be registed at the Philippine Government Electornic System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to re

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*Contact No.: _____
*PhilGEPS Reg. No.: _____

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	UNIT COST	TOTAL COST
	1	LOT	SUPPLY AND DELIVERY OF MATERIALS OF RP VEHICLE			
	22	Containers	Engine Oil, SAE 15W-40, 18liters/container			
	1	Piece	Air Filter for Nissan Navarra, year: 2015			
	1	Piece	Cabin Filter for Nissan Navarra, year: 2015			
	2	Pieces	Oil Filter for Nissan Navarra, year: 2015			
	1	Piece	Air Filter for Nissan Navarra, year: 2021			
	1	Piece	Cabin Filter for Nissan Navarra, year: 2021			
	2	Pieces	Oil Filter for Nissan Navarra, year: 2021			
	2	Pieces	Oil Filter for Isuzu D-Max, year: 2016			
	1	Piece	Cabin Filter for Isuzu D-Max, year: 2016			
	2	Pieces	Air Filter for Isuzu D-Max, year: 2016			
	2	Pieces	Oil Filter for Toyota Hi-ace, year: 2020			
	1	Piece	Cabin Filter for Toyota Hi-ace, year: 2020			
	1	Piece	Air Filter for Toyota Hi-ace, year: 2020			
	1	Piece	Air Filter for Toyota Revo, year: 2000			
	2	Pieces	Oil Filter for Toyota Revo, year: 2000			
	2	Pieces	Oil Filter for Isuzu NHR, year: 2014			
	1	Piece	Air Filter for Isuzu NHR, year: 2014			
	2	Pieces	Oil Filter for Foton Tornado Mini Dump Truck, year: 2013			
	2	Pieces	Fuel Filter for Foton Tornado Mini Dump Truck, Secondary, year: 2013			
	1	Piece	Air Filter for Foton Tornado Mini Dump Truck, year: 2013			
	1	Piece	Fuel Filter for Foton Tornado Mini Dump Truck, Primary, year: 2013			
	2	Pieces	Oil Filter for Fuso Wing Van Truck, year: 2006			
	1	Piece	Fuel Filter for Fuso Wing Van Truck, year: 2006			
	1	Piece	Air Filter for Fuso Wing Van Truck, year: 2006			
	1	Piece	Pair Jack Stand			
	1	Piece	Mechanic Creeper Bed			
	1	set	Oil Filter Cap Removal Wrench Socket Set, Ratchet *Spanner Cup Type, with Portable Storage Case, new* 23pcs/set			
	2	Pieces	1800N.M 1/2 Inch Brushless Electric Impact Wrench with 7 socket, 2 battery Screw Wrench for SUV and Trucks Power Tool			
	1	Piece	Deep Dish Matting for Toyota Innova, (fully extended side) year: 2022			
			* NOTHING FOLLOWS *			
			Approved Budget for the Contract: PhP 131,160.00			

PURPOSE: **: SUPPLY AND DELIVERY OF MATERIALS NEEDED FOR THE PREVENTIVE MAINTENANCE SERVICES OF EIGHT (8) RP VEHICLE.**

PR No. 2023-03-033

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O) at DSWD-Regional Office III, Procurement Section within 48 hours from its issuance. FAILURE to show up and sign the original P.O means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings. Please carefully re-check your bid (i.e. price, technical specifications and delivery date.) DSWD Field Office III implements a "NO MODIFICATION and NO DELIVERY EXTENSION POLICY". Thank you very much!

JENNIFER C. MORALES
Procurement Officer

_____
Supplier