

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

REQUEST FOR QUOTATION

RFQ No. 2024-03-009
PR No. 2024-03-003
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: **PREVENTIVE MAINTENANCE OF THREE (3) RED PLATE TRUCKS CY 2024**
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.

Pursuant to Appendix "A" of Annex "H" of the 2016 Revised IRR of Republic Act No. 9184, interested bidders **MUST** submit the following requirements along with their bid.

NP-Small Value Procurement

- Philgeps Registration Number;
- Valid Mayor's Permit;

For methods of procurement requiring **Mayor's Permit and Philgeps Registration Number**, Updated Certificate of Philgeps Platinum Membership may be submitted in lieu of the said document

- Unnotarized Omnibus Sworn Statement (for ABCs above 50k);

If awarded, kindly submit the notarized **Omnibus Sworn Statement** within 2 days upon receipt of the Notice of Award.

- Latest Income/Business Tax Return (for ABCs 500k and above);
- Evidence of the offered item/s shall be submitted in the form of manufacturer's sales literature or photos with readable brand, and specifications (**i.e brochure, websites, clear pictures showing the brand, model, and description**), unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. (**This is not applicable for Catering Services**)
- For Advocacy Materials, bidders must submit EVIDENCE such as but not limited to the following, in order to support its quotation:
 - a. Clear and actual copies of sample photo(s) of items being offered with measurements and dimensions;
 - b. Clear and actual copies of sample photo(s) of similar items from previous transactions, contracts or sales;

- c. Whenever applicable, sample digital copy of design with required layout, kind of material and such other relevant specifications being offered.

Failure to attach the required documents will result in the DISQUALIFICATION of your bid.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD FO III - BAC Secretariat either in person or electronically under the following conditions:

ELECTRONIC SUBMISSION	https://tinyurl.com/fo3bacsite in case of difficulty accessing the above link, you may access the alternate link: https://bit.ly/fo3bacsite Select the Menu – “ BID SUBMISSION ”
IN PERSON SUBMISSION	Bac-Section, DSWD Regional Office III, Diosdado Macapagal Government Center, Mampis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	1:00 PM March 6, 2024

Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Bids submitted must be in **pdf format** ONLY **clearly scanned** in a **SINGLE FILE** including supporting documents

Very truly yours,


ADRIAN D. MORALES
 OIC- Procurement Section Chief

Terms and Conditions:

- Award shall be made on per: ☐ Item Basis ☒ Lot Basis
- No negative feedback/derogatory record whatsoever and/or delay of delivery of Service Provider within Three (3) months hereof.
- Quotation validity shall be: Thirty (30) Calendar days
- Good/s/Activity shall be delivered within: Please see attached TOR
- Place of Delivery: Winning Bidder's Place
- 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.

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): _____

11. Alterations: Any interlineations, erasures or overwriting shall be valid only if they are signed by the supplier or any of its duly authorized representative(s).

12. 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.


NOEL T. LIPATA

PPMU

 (Signature over Printed Name)
 Supplier

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

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

RFQ NO. 2024-03-009

Date:

*Company Name:

*Company Address:

*Contact Person:

*PhilGEPS Reg. No.:


ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	Statement of Compliance and Bidder's Specifications (Please fill out the detailed specifications in the space provided and/or write "COMPLY" if able to deliver)	UNIT COST	TOTAL COST
			PREVENTIVE MAINTENANCE OF 3 (THREE) RED PLATE TRUCK			
			LABOR			
	1	LOT	CHANGE MOTOR OIL			
	1	LOT	ADJUST VALVES			
	1	LOT	REPLACE FUEL FILTER, AIR CLEANER ELEMENT AND VALVE COVER GASKET			
	1	LOT	DRAIN TRANSMISSION GEAR OIL AND DIFFERENTIAL OIL (FLUSHING AND REFILL)			
	1	LOT	BRAKE SYSTEM:			
	1	LOT	PULL-OUT; TWO REAR AXLE, FOUR WHEEL HUBS, SPINDLE, TIE ROD END BAR, DRAG LINK AND CLEAN / CHECK-UP			
	1	LOT	REPLACE; FRONT WHEEL OIL SEAL, FRONT BRAKE SHOE, FRONT WHEEL CYLINDER CAPS, FRONT WHEEL CYLINDER BOOTS, FRONT OUTER WHEEL BEARING WITH CAP, REAR WHEEL OIL SEAL, REARWHEEL OIL SEAL, REAR BRAKE SHOE, REAR WHEEL CYLINDER CAP, REAR WHEEL CYLINDER BOOTS, REAR AXLE OIL SEAL, KING PIN, TIE ROD END, DRAG LINK			
	1	LOT	REPACK; WHEEL BEARINGS, WHEEL HUBS			
	1	LOT	FIX TUCK-UP; BRAKE SHOE ADJUSTMENT AND WHEEL CYLINDER PISTON			
	1	LOT	HONING WHEEL CYLINDER HOUSING			
	1	LOT	INSTALL AND ADJUST BRAKES AND BLEED			
	1	LOT	GREASING ALL FITTINGS			
	1	LOT	PULL-OUT; CLUTCH MASTER, CLUTCH SLAVE AND INSTALL, BLEED AND ADJUST			
	1	LOT	INSTALL/MOUNTING AND WIRING AIRCON			
	1	LOT	PULL-OUT TWO (2) BATTERIES			
	1	LOT	FABRICATE TWO (2) G.I TOLL BOXES			
	1	LOT	ENGINE DIAGNOSE			
	1	LOT	INSTALL-MOUNTING-WIRING STEREO/SPEAKER			
	1	LOT	STRAIGHTENING RIGHT REAR BODY PAINTING DAMAGE PORTION			
	1	LOT	AIR CONDITION CLEANING:			
	1	LOT	REPLACE; EXPANSION VALVE AND DRYER			
	1	LOT	PULL OUT; FRONT/REAR LEAF SPRING BUSHING AND SHOCK ABSORBER			
	1	LOT	REPLACE; LEAF SPRING BUSHING, HANGER BUSHING, SHOCK ABSORBER AND INSTALL			
	1	LOT	PULL-OUT; REAR DOOR LOCK			
	1	LOT	REPLACE; DOOR MECHANISM AND INSTALL			
	1	LOT	PULL-OUT; COWL PIVOT			
	1	LOT	REPLACE; COWL BUSHING, INSTALL AND ALIGN COWL			
			MATERIALS			
			FOTON TORNADO / MINI DUMP TRUCK			
	12	LTRS	MOTOR OIL			
	1	PCS	OIL FILTER			
	1	PCS	FUEL FILTER			
	1	PCS	AIR CLEANER ELEMENT			
	1	PCS	VALVE COVER GASKET			
	2	PCS	FRONT WHEEL OIL SEAL			
	4	PCS	BRAKE SHOE RELINING			
	4	PCS	FRONT WHEEL CYLINDER CAPS			
	4	PCS	FRONT WHEEL CYLINDER BOOTS			
	2	PCS	FRONT OUTER WHEEL BEARING WITH CAPS			

	2	PCS	REAR WHEEL OIL SEAL			
	2	PCS	REAR AXLE OIL SEAL			
	4	PCS	REAR BRAKE SHOE RELINING			
	8	LOT	REAR WHEEL CYLINDER CAPS			
	8	PCS	REAR WHEEL CYLINDER BOOTS			
	2	PCS	REAR OUTER WHEEL BEARING WITH CAPS			
	1	SET	KING PIN			
	1	SET	TIE ROD END			
	1	SET	DRAG LINK			
	4	PCS	BRAKE DRUM RESURFACE			
	2	PCS	SPINDLE PRESS OUT/IN BUSHING (REAMERING)			
	1	CAN	GREASE			
	4	SHTS	SAN PAPER			
	2	CAN	BRAKE FLUID			
	1	PAIL	GEAR OIL			
	1	BOTTLE	DEGREASER			
	1	PCS	CLUTCH MASTER ASSY			
	1	PCS	CLUTCH MASTER ASSY			
			FUSO SUPER GREAT			
	2	PCS	BATTERY 2D			
	1	SET	OIL FILTER			
	2	PAIL	MOTOR OIL			
	1	PCS	ENGINE ECU REMAPPING			
			ISUZU PANORAMIC BOTSWANA			
	8	LTRS	MOTOR OIL			
	1	PCS	OIL FILTER			
	1	PCS	FUEL FILTER			
	1	PCS	AIR CLEANER ELEMENT			
	1	PCS	VALVE COVER GASKET			
	16	LTRS	GEAR OIL			
	2	PCS	FRONT WHEEL OIL SEAL			
	4	PCS	FRONT BREAK SHOE RELINING			
	4	PCS	FRONT WHEEL CYLINDER CAPS			
	4	PCS	FRONT WHEEL CYLINDER BOOTS			
	2	PCS	FRONT OUTER WHEEL BEARING WITH CAPS			
	4	PCS	REAR BRAKE SHOE RELINING			
	8	PCS	REAR WHEEL CYLINDER CAPS			
	8	PCS	REAR WHEEL CYLINDER BOOTS			
	1	SET	KING PIN			
	1	SET	TIE ROD			
	1	SET	DRAG LINK			
	4	PCS	BRAKE DRUM RESURFACE			
	4	PCS	PRESS OUT/IN BUSHING (REAMERING)			
	1	CAN	GREASE			
	4	SHTS	SAN PAPER			
	1	CAN	BRAKE FLUID			
	1	BOTTLE	DEGREASER			
	24	PCS	LEAF SPRING HANGER BUSHING WITH COLLAR			
	2	PCS	FRONT SHOCK ABSORBER			
	2	PCS	REAR SHOCK ABSORBER			

	1	PCS	REAR DOOR MECHANISM			
	2	PCS	COWL BUSHING			
	1	SET	CAR STEREO/SPEAKER WITH WIRE			
	1	PCS	SILICON GASKET			
			NOTHINGS FOLLOWS			
			Approved Budget for the Contract: PhP 386,390.00			

TOTAL OFFERED QUOTATION / BID

PURPOSE: PREVENTIVE MAINTENANCE OF THREE (3) RED PLATE TRUCKS CY 2024


ADRIAN D. MORALES
OIC - PROCUREMENT SECTION CHIEF