



Republic of the Philippines  
QUEZON CITY GOVERNMENT  
BAC- Goods and Services  
2nd Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound



**REQUEST FOR QUOTATION**  
**SMALL VALUE PROCUREMENT**  
**(SECTION 53.9)**

Date : September 29, 2020  
PR No. : GF-20-03-00578B

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **PROCUREMENT OF AIRCON AND FAN SUPPLIES**

Approved budget of  
the Contract : **Php 592,757.00**

End-User /  
Implementing Office : **QUEZON CITY GENERAL HOSPITAL**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided.  
Submit your quotation duly signed by you or your duly authorized representative not later than October 2,  
2020, 10:00 a.m. Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI / SEC);
- 3 Mayor's/Business Permit (2020);
- 4 Tax Clearance;
- 5 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above);
- 6 Omnibus Sworn Statement prescribed by the Government Procurement Policy Board (GPPB).
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

**Project Title :** **PROCUREMENT OF AIRCON AND FAN SUPPLIES**  
**Quezon City Local Government**  
**BIDS AND AWARDS COMMITTEE**  
**2/F Procurement Department, Finance Building**  
**Quezon City Hall Compound**

For any clarification you may contact us at 89884242 loc. 8506/8709.

  
**ATTY. DOMINIC B. GARCIA**  
Officer-In-Charge/Head, BAC Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form in black ink only.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	Access valve ¼ inches Ø thickness	pc	100		
2	Bearing for aircon 2 hp, #6201	pc	5		
3	Bearing for aircon 3 tonner, #6202	pc	5		
4	Bearing for aircon 1.5hp, #608 R	pc	40		
5	Compressor with rubber mount, 1hp, 26LRA, 220V	pc	5		
6	Compressor with rubber mount, 1.5hp, 33LRA, 220V	pc	5		
7	Compressor with rubber mount, 2hp, 40 to 52LRA, 220V	pc	5		
8	Copper tube 1/4 inches diameter, .32 thick	ft	80		
9	Copper tube 3/8 inches diameter, .32 thick	ft	50		
10	Dual capacitor 7/40uF 450VAC	pc	8		
11	Capacitor 50uF 450 VAC	pc	8		
12	Capacitor 30uF 450 VAC	pc	8		
13	Dual capacitor 2/25uF 450 VAC	pc	8		
14	Capacitor 60 uF 450 VAC	pc	8		
15	Fan motor for aircon 1.5hp best quality	pc	8		
16	Fan motor for aircon 1hp best quality	pc	5		
17	Fan motor for aircon 2hp best quality	pc	5		
18	Fan motor for outdoor aircon 3 tonner	pc	5		
19	Fan motor for outdoor aircon 5 tonner	pc	5		
20	Filter drier strainer for refrigerator 3/8 x 1/8, double, big	pc	8		
21	Freon gas R22 including tank, 22.7kg	tank	3		
22	Freon gas 134A including tank, 13.6kg	tank	1		
23	Freon gas R141B, 1/2kg	can	3		
24	Freon gas 410A including tank, 13.6kg	tank	3		
25	Freon gas R32 including tank, 3kg	tank	3		
26	Mapp gas 16oz per tank	tank	15		
27	Ceilling fan motor assembly, compatible to the existing unit	pc	15		

28	Wall fan motor assembly, compatible to the existing unit	pc	15		
29	Nitrogen gas tank for refill	tank	1		
30	Silver Rod	pc	100		
31	Single capacitor 10 uF	pc	10		
32	Portable pressure washer 2hp heavy duty	unit	1		
33	Polyethylene tape - big	pc	5		
34	Self-adhesive insulation foam tape	pc	5		
35	Electrical tape - big	pc	10		
36	Universal PCB assembly with remote	pc	5		
37	Stainless screw 1/8 x 1/4	pc	250		
38	Compressor for Ref. R404a, 3/4hp, 4 door freezer, 220V, existing unit	pc	3		
39	Bushing for electrician, standard #16	pc	40		
40	Terminal clip for compressor - big	pc	100		
41	Thermal fuse 130°C - 150°C - 230V	pc	40		
42	Capacitor fan 1.5uF 400V	pc	40		
43	Fan blade compatible to the existing unit	pc	40		
44	Electric fan motor compatible to the existing unit	pc	40		
45	Cable tie #3 - 100pcs per pack	pack	10		
	Total Quoted Amount				

Amount in Words:\_\_\_\_\_

\_\_\_\_\_

Delivery Period : Thirty (30) calendar days

Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address