



Republic of the Philippines  
**QUEZON CITY GOVERNMENT**  
**BIDS AND AWARDS COMMITTEE**  
2nd Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound



**REQUEST FOR QUOTATION**

**Shopping 52.1b**

Date:  
PR No:

**DEC 09 2020**  
**GF-20-11-4C-PARKS-C**

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **RM-MOTOR VEHICLE (SPARE PARTS)**  
Approved Budget for the Contract : **Php 152,207.00**  
End-User / Implementing Office : **PARKS DEVELOPMENT AND ADMINISTRATION DEPARTMENT**

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 **December 14, 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 RM-MOTOR VEHICLE (SPARE PARTS)**

**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. 8505/8709.

**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.
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 and 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 initialed 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
	PR NO. GF-20-03-00527 TOYOTA VIOS SHL 825				
1	Battery, 2 SMF	Piece	1		
2	Tire 185 x 15	Piece	4		
3	CV Joint	Piece	2		
4	Tie Rod End	Piece	2		
5	Wheel Bearing	Piece	2		
6	Shock Mounting	Piece	2		
7	Auxiliary Fan	Piece	1		
8	Radiator Fan	Piece	1		
9	Fan Belt	Piece	1		
10	Aircon Belt	Piece	1		
	PR No. GF-20-03-00529 MULTI CAB SHU 776				
11	Battery, 1 SMF	Piece	1		
12	Tire, 6.50 x 13	Piece	4		
13	Release Bearing	Piece	1		
14	Cylinder Head Gasket	Piece	1		
15	Valve Seal	Set	1		
16	Intake Manifold Gasket	Piece	1		
17	Valve Cover Gasket	Piece	1		
18	High Tension Wire	Set	1		
19	Tail Light	Piece	2		
20	Brake Pad	Set	1		
21	Brake Shoe	Set	1		
22	Starter Assembly	Piece	1		
	PR NO. GF-20-03-00530 KIA SHB 470				
23	Battery, 3 SMF	Piece	1		
24	Brake Shoe	Set	1		
25	Head Light	Piece	2		
26	Stoplight or Park Light	Set	2		
27	Wiper Arm and Blade	Set	1		
28	Tie Rod End	Set	1		
29	Ball Joint Upper	Piece	2		
30	Ball Joint Lower	Piece	2		
31	General Auto Rewiring	Set	1		
	PR NO. GF-20-03-00532 KIA SHB 460				
32	Battery, 3 SMF	Piece	1		



33	Brake Shoe	Set	1		
34	Head Light	Piece	2		
35	Axle Hub Bearing Inner	Piece	2		
36	Axle Hub Bearing Outer	Piece	2		
37	Tie Rod End	Set	1		
38	Ball Joint Upper	Piece	2		
39	Ball Joint Lower	Piece	2		
40	Tire, 235/75 15R	Piece	4		
41	Stoplight or Park Light	Set	2		
42	Wiper Arm & Blade	Set	1		
43	General Auto Rewiring	Set	1		
	<b>Total Quoted Amount</b>				

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

Delivery Period : Thirty (30) Calendar Days  
Warranty : \_\_\_\_\_

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

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

\_\_\_\_\_  
Date

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