



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 : June 22, 2021  
PR No. : QCTD-21-VRM-82

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **REPAIR AND MAINTENANCE – MOTOR VEHICLE**  
Approved budget of the Contract : **Php 239,357.30**  
End-User /  
Implementing Office : **QUEZON CITY TOURISM 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 JUNE 25, 2021, 10:00AM 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 (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2020) (For ABC P500,000.00 above)
- 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 :** **REPAIR AND MAINTENANCE – MOTOR VEHICLE**  
**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.
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	<p>For repair/ replacement of various parts and maintenance of Tourism Bus, Mitsubishi Adventure and Toyota Grandia</p> <p><b>A. Mitsubishi Adventure (SHP 807)</b> Includes: - Power steering assembly/ rack and pinion parts - Labor -Glow plug heater plug for 4D56 (1 set of 4 pcs) Tip Length: 95mm; Thread: 10mm x 1.25; Hex: 12mm; Plug Voltage: 11V; Battery: 12V</p> <p><b>B. Grandia Van (SKE 349)</b> Includes: - Tires (5 pcs): P235 x 70 x R15 103H x L; Large blocks with high number of biting edges; Wide face cavity; Optimized cavity and 5-rub thread matching; Thread compound; 2-ply construction in the sidewall area; Strengthened carcass cord; Rim Fl - Wheel Balance - Wheel Alignment - Camber Alignment - Caster -Battery (1 pc): N70/3SM; 70 ah; 123 rc; 305 L x 174 W x 205 H; 2 24 TH</p> <p><b>C. King Long Bus (P16182)</b> Includes: - Battery (2 pcs): 150 ah; 270 rc; 506 L x 222 W x 208 H; 230 TH; Thick plates and large lead conducting parts; All plastic polypropylene construction; Hydroset plate curing -Power Supply / Relay (1 pc) -Pressure plate (1 pc): (380); (216200009) -Clutch Disc (1 pc): (380); (216300009) -Clutch Master Assy (1 pc): (#24); (216300030) -Clutch Booster Assy (1 pc): (#105); (216500040) -Release Bearing (1 pc): (S6-80); (1096302076) -Labor-Cheek / Pull-down Clutch</p>	LOT	1		



<div>Belts:<ul style="list-style-type: none"><li>- 15x1105 (2 pcs)</li><li>- 15x 1770 (2 pcs)</li><li>- 22 x 1665 (1 pc)</li><li>- 22x1120(1 pc)</li><li>- 8PK1610 (Cummins) (1 pc)</li></ul></div> <div>Preventive Maintenance System:<ul style="list-style-type: none"><li>- Oil Filter (1 pc): LF-16015</li><li>- Fuel Filter (1 pc): FF-5612</li><li>- Fuel-Water Sep. Filter (1 pc)</li><li>-Axle Oil Filter (2 pcs)</li><li>- Engine Oil 15W40 (14 L)</li><li>-Gear Oil 90 (13 L)</li><li>-Gear Oil 140 (13 L)</li><li>- Other Materials (1 Set)</li><li>- Labor for PMS</li><li>- Labor for Repack Wheel Bearing</li></ul></div> <div>Steering (Leak)</div> <div>Air Cleaner (1 pc)</div>				
	Total Quoted Amount			

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

\_\_\_\_\_

Delivery Period : Thirty (30) Calendar Days

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-mail Address