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 : November 9 2021
PR No. : DPOS-21-RM-VEHICLE-539D

Name of Company : _____
Address : _____
Contact No. : _____

Project Title : **RM-Motor Vehicle (Parts and Labor)**

Approved budget of the Contract : **Php 608,140.00**

End-User / Implementing Office : **DEPARTMENT OF PUBLIC ORDER AND SAFETY**

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 **November 12, 2021, 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 (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 ABCs above P500,000.00)
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 : **RM-Motor Vehicle (Parts and Labor)**

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
	DMAX (SJA-566)				
1	Beta Gray	pcs	2		
2	Piston Ring (Std)	set	1		
3	Piston Assy	set	1		
4	Connecting Rod Bearing (Daido)	set	1		
5	Main Bearing (Daido)	set	1		
6	Sleeve/Liner (Japan Rashid)	set	1		
7	Over Hauling Gasket (Age)	set	1		
8	Engine Oil	liters	8		
9	Fuel Filter	pcs	1		
10	Oil Filter	pcs	1		
11	T/Rod End	pcs	2		
12	Rack End	pcs	2		
13	Susp. Bushing (B)	pcs	2		
14	Susp. Bushing (S)	pcs	2		
15	Headlight	pcs	2		
16	Radiator Overhaul	set	1		
17	Labor/Machine Shop	set	1		
	TOW-TRUCK (SHJ-896)				
1	King Pin	set	1		
2	Cross Joint	pcs	3		
3	Radiator Overhaul	set	1		
4	Labor	set	1		
	SELF-LOADER TRUCK (GB-4266)				
1	Pressure Plate	pcs	1		
2	Clutch Disc	pcs	1		
3	Release Bearing	pcs	1		
4	Labor	set	1		
	TOYOTA INNOVA (SJN-615)				
1	Compressor Assembly	set	1		
2	Evaporator (B New) Front	pcs	1		
3	Evaporator (B New) Rear	pcs	1		
4	Condenser	pcs	1		
5	Drier	pcs	1		
6	Expansion Valve	pcs	2		
7	Flushing	set	1		
8	O-Ring	pcs	2		
9	Freon	set	1		
10	Labor	set	1		
11	Headlight Bulb	set	1		
12	Fog light Assembly	set	1		
	REVO (SGK-316)				

1	Replace Cooling Coil	pcs	1		
2	Filter Drier	pcs	1		
3	Expansion Valve	pcs	1		
4	Full Down Evaporator & General Cleaning	set	1		
5	Full Charge Freon Compressor Oil Labor	set	1		
6	Replace Compressor	pcs	1		
7	Rack End	pcs	2		
8	Ball Joint Upper	set	2		
9	Ball Joint Lower	set	2		
10	Clearance Light Lh	set	2		
	MOTORCYLE (50 KAWASAKI ROUSER & 18 HONDA TMX)				
1	Chain Drive With Sprocket	set	68		
2	Tensioner	pcs	68		
3	Cable Throttle	pcs	68		
4	Cable Clutch	pcs	68		
5	Disc Plate	pcs	68		
6	Disc Pad	pcs	68		
7	Brake Caliper	pcs	68		
8	Brake Master	pcs	68		
9	Labor	set	68		
	***				
				Total Quoted Amount	

Amount in Words: _____

_____

OTHER REQUIREMENTS:
1. Statement of Warranty – Six (6) Months
2. Photo of existing machine

Delivery Period : Thirty (30) Calendar Days

Warranty : _____

_____

Signature over printed name

_____

Office Telephone No./Fax/Mobile No.

_____

Date

_____

E-mail Address