



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



REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT
(SECTION 53.9)

Date: NOVEMBER 16, 2021
PR No: DPOS-21-RM-VEHICLE-731

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **REPAIR AND MAINTENANCE-ELECTRIC TRICYCLE (PARTS AND LABOR)** ✓
Approved Budget for the Contract : **Php 999,917.18** ✓
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 19, 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;
- 5 Income/Business Tax Return (for FY 2020) (For ABCs above P500,000.00);
- 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.

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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) 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 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
1	TC Charger 60V, 20A Plugin Charger	Pc	5		
2	Steering Handle Metal tubular	Pc	4		
3	Front Tire Size R13	Pc	4		
4	Rear Tire Size R14	Pc	8		
5	Front Brake Master Caliper Hose length 170cm / Set assembly of Brake master & Caliper	Pc	13		
6	Front Fork Assembly Disk Type	Pc	7		
7	Brakemaster 5/8" Clutch Master Assembly	Pc	7		
8	Accelerator 3 Pin connector (Hall Type)	Pc	7		
9	Battery Sub 12 volts MF5L-B	Pc	7		
10	Parking Lever 30 cm Lenght	Pc	9		
11	Parking Cable Assembly Set 3mm cable wire- CTR,LH & RH	Pc	9		
12	Wiper Motor 12 volts 3 pin connector	Pc	15		
13	Wiper Blade 48 cm length Double Arm	Pc	19		
14	Horn 12 volts 2 PIN Connector	Pc	14		

15	Switch Handle Multi Switch Assembly 9 PIN Connector	Pc	1		
16	VCU- TC Program Control, Default by BEMAC	Pc	1		
17	Inverter 72 volts Motor Control Inverter Type	Pc	1		
18	BMS Insulated Battery Management System	Pc	1		
19	Main Contactor 100 V. SU80CB-5299	Pc	1		
20	Upper and Under Bearing Upper (Ball Race Type) Under (Knuckle Type)	Pc	11		

	Total Quoted Amount				

Amount in Words:_____

Delivery Period

Warranty

:

:

Thirty (30) Calendar Days

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address