



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

DATE : MAY 31, 2022

PROJECT NO. : QCYDO-22-VRM-458C

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : RM – MOTOR VEHICLE  
Approved Budget of the Contract : P 124,210.45  
End-User / Implementing Office : QUEZON CITY YOUTH DEVELOPMENT OFFICE

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 3, 2022, 10:00 AM** 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 (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (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**

**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 8-988-4242 loc. 8506/8709.

**(SGD.) 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
	<b>BRAND: TOYOTA</b> <b>TYPE: AVANZA</b> <b>SERIES: AVANZA 1.3J M/T</b> <b>MODEL: YEAR MODEL 2016</b> <b>ENGINE: 1NRF094264</b> <b>CHASSIS NO.: MHKM5EE1FGK001071</b> <b>PLATE NO.: SAB 3525</b>				
1	Battery 1SM (NS40)	piece	1		
2	Tie Rod per (Left and Right)	set	1		
3	Suspension Arm Assembly	piece	2		
4	Pressure Plate	piece	1		
5	Clutch Release Fork	piece	1		
6	Release Bearing	piece	1		
7	Clutch Disc	piece	1		
8	Brake Lining (Brake Shoe)	set	1		
9	Brake Pads	set	1		
10	Wheel Bearing (Inner and Outer)	piece	4		
11	Timing Belt Kit	set	1		
12	Brake Master Assembly	piece	1		
13	Engine Oil 4 Liters or 1 Gallon	gallon	1		
14	Sparkplug	piece	4		
15	Blower Motor Assembly 12Volts	piece	1		
16	General Cleaning	lot	1		

	<b>BRAND: YAMAHA</b> <b>TYPE: MOTORCYCLE</b> <b>SERIES: MIO I 125 BB33</b> <b>MODEL: YEAR MODEL 2016</b> <b>ENGINE: E3R2E-1207984</b> <b>CHASSIS NO.: PA0SE9610G0104498</b> <b>PLATE NO.: 131204</b>				
17	Connecting Rod	set	1		
18	Segunial Bearing	piece	2		
19	Overhaul Gasket Cylinder Head 1	set	1		
20	Overhaul Gasket Cylinder	set	1		
21	Piston	set	1		
22	Piston Ring Set	set	1		
23	Valve Seal	piece	2		
24	Fly Ball, 6 pieces/set	set	1		
25	Power Clutch	set	1		
26	Engine Oil 1 Liter	bottle	1		
27	Block	piece	1		
28	Belt	piece	1		
29	Battery	piece	1		
30	Brake Shoe (Front Rear)	piece	1		
31	Tire Front	piece	1		
32	Tire Rear	piece	1		
	<b>BRAND: YAMAHA</b> <b>TYPE: MOTORCYCLE</b> <b>SERIES: MIO I 125 BB33</b> <b>MODEL: YEAR MODEL 2016</b> <b>ENGINE: E3R2E-1207991</b> <b>CHASSIS NO.: PA0SE9810G0104505</b> <b>PLATE NO.: 131204</b>				
33	Genuine Part Clutch Assy	set	1		
34	Genuine Ball/Fly Ball	piece	6		
35	V-Belt 2PH	piece	1		
36	Wheel Bearing	piece	2		
37	Brake Shoe	set	1		
38	Brake Pad Genuine	set	1		
39	Engine Oil 1 Liter	bottle	1		
40	Timing Chain Tensioner Guide Stopper 1	set	1		
41	Timing Chain Tensioner Guide Stopper 2	set	1		
42	Gear Oil 100ML	bottle	1		
<b>TOTAL</b>					

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

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

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

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

\_\_\_\_\_  
Date

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

Other Requirements:
<ul style="list-style-type: none"><li>• <b>Statement of Warranty – Minimum of Six (6) Months</b></li></ul>