

## DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

"Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free."

RFQ No.: 24-0091-NP-SVP

Date: 2024-11-5


Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 Philgeps Reg. No.: \_\_\_\_\_  
 Company TIN: \_\_\_\_\_

Item No.	Qty	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
			SUPPLY AND DELIVERY OF:			
	4	Pc	Tire 205/70 R15 Tire Replacement (Materials and Labor)			
	1	Set	Hydroback Assembly Hydroback Assembly (Materials and Labor)			
	1	Job	Dashboard Repair Materials Dashboard Repair (Materials and Labor)			
	1	Job	Fuel Tank Breather Fuel Tank (Materials and Labor)			
	1	Pc	Air Filter			
	1	PCS	FUEL FILTER Fuel Filter (Material and Labor)			
	1	Job	Harness Job Harness Job (Temp Line, Fuel Line, Grounded) (Materials and Labor)			
	1	Set	Lead Head Light Bulb LH&RH Lead Head Light Bulb LH and RH (Materials and Labor)			
	1	Pc	Acu Air Blower Acu Air Blower (Materials and Labor)			
	1	Set	Aircon Switch Aircon Switch (Material and Labor)			
	2	Unit	Auxillary Fan Front Auxillary Fan Front (Materials and Labor)			
	1	Unit	Auxillary Fan Big Auxillary Fan Big (Materials and Labor)			
			***** NOTHING FOLLOWS *****			
			Note: -			
			Approved Budget for the Contract			
			(ABC): PhP 110,910.00			

PURPOSE: For Repair and Maintenance of Hyundai Starex 2006 (SFH-144)

PR No. 2024-11-0091

**IMPORTANT:** The winning bidder **MUST SIGN** the original copy of Purchase Order(P.O.) upon receipt of the P.O. **FAILURE** to sign the original P.O. means that the bidder is not interested and will be ground for suspension or blacklisting in DSWD's future biddings.

  
**ARNEL V. RADAZA**  
Procurement Officer

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**Supplier**  
Signature over Printed Name

Company Name: \_\_\_\_\_  
Company Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Contact No.: \_\_\_\_\_  
Philgeps Reg. No.: \_\_\_\_\_  
Company TIN: \_\_\_\_\_

RFQ No. 24-0091-NP-SVP  
Date: 2024-11-5

Sir/Madame

Please quote your government price/s including delivery charges, VAT or other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for goods listed in **Annex A** please attach in your quotation a duly notarized certification to this effect.

As a condition for award, you will be required to submit the following documentary requirements:

- \* Accomplished Quotations (for goods or infra)/ Proposal (for consulting)
- \* Mayor's Permit
- \* PhilGEPS Registration No.
- \* PCAB License (for infra)
- \* Income/Business Tax Return for Contract with an ABC amounting above Php.500k
- \* Notarized Omnibus Sworn Statement for contracts with an ABC amounting to above Php.50,000.00

Note: Submission of PhilGEPS Platinum Certificate of Registration and Membership is acceptable in lieu of the Mayor's Permit and PhilGEPS Reg. No.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD - Procurement Unit, DSWD Field Office 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City or email it to [bafo10@dswd.gov.ph](mailto:bafo10@dswd.gov.ph) not later than \_\_\_\_\_. Quotations submitted to different email address as stated above shall not be considered for evaluation.

5:00pm on NOV 11 2024

Very truly Yours,  
**ARNEL V. RADAZA**  
DSWD 10 Procurement Officer

**Terms and Conditions:**

1. Award shall be made on per: Item Basis Total Quoted Price Lot Basis

2. Quotation validity shall be: 6 months

3. Goods/Services shall be delivered/conducted within:

4. Place of Delivery: Pick Up - Auto/Repair Shop/ Store Premises

5. Terms of Payment: 15-30 CD after date of Final Inspection

Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advice to Debit Account).

Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

\*Note: Non Land Bank of the Philippines accounts shall be charged a service fee.

6. Liquidated Damage/Penalty: *In case of failure to make full delivery within the time specified above, the amount of Liquidated damages shall be at least equal to one-tenth of one percent (0.01) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of Liquidated damages reaches ten (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.*

7. For goods, please indicate brand, model and country of origin.

8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.

9. Please indicate Warranty \_\_\_\_\_

10. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.

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**ARNEL V. RADAZA**  
Procurement Officer

\_\_\_\_\_  
**Supplier**  
Signature over Printed Name

**PROOF OF RECEIPT**

Quotation No: 24-0091-NP-SVP

Items: *Preventive Maintenance A*

Purpose: For Repair and Maintenance of Hyundai Starex 2006 (SFH-144)

Company Name	Representative	Position/ Designation	Date	Signature

\_\_\_\_\_  
Canvasser