

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 and register for free."

RFQ No.: 24-0092-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:			
	1	Pc	Frt Oil Seal			
	1	Pc	Valve Cover Gasket w/ Half Moon			
	1	SET	BRAKE PAD			
	1	Set	Brake Shoe Lining			
	2	Pc	Wheel Cylinder 7/8			
	1	Job	Replace Worn Out Clutch Sleeve Assembly			
	1	Liter	BRAKE FLUID			
	2	Pc	Hub Oil Seal			
	5	Liter	Gear Oil 80/90			
	6	Pc	Engine Oil			
	1	PCS	OIL FILTER			
	1	PCS	FUEL FILTER			
	1	PC	AIR FILTER ELEMENT			
	2	Pc	Grease Cup			
	1.5	Kilo	FREON #134A			
	1	PC	FILTER DRIER			
	2	PC	EXPANSION VALVE			
	1	Pc	Aircon Blower Motor Assembly			
	2	Roll	Auto Wire #16/14			
	1	Pc	Drum Bolt			
	6	Roll	Electrical Tape			
	1	Pc	Mighty Gasket			
	1	Job	Pull Out Injection Pump Pulled out injection pump for calibrate Injector Balance 4 pcs fuel leaks replace overhauling kit (Materials and Labor)			

1	Job	Check up Engine Leaks Check up Engine Leaks replace crankshaft oil seal, cam shaft oil seal, silence shaft oil seal and valave cover gasket pulled and reinstallation			
1	Job	Servicing Brake System Servicing Brake System Replace Worn out parts			
1	Job	Replace Worn Out Clutch Sleeve Assembly			
1	Job	Replace Frt Hub Bearing Inner & Outer & Hub Oil Seal			
1	Job	Drain & Refill Transmission & Differential Gear Oil			
1	JOB	CHANGE OIL AND OIL FILTER			
1	Job	Engine Tune Up Replace Fuel Filter & Air Filter			
1	Job	Servicing Aircon System Servicing Aircon System Servicing Dual Aircon Evaporator Leak Testing and Freon Charging			
1	Job	Installation Rain Visor Labor & Materials			
1	Job	Insulate Spaghetti Wiring for Engine & Compartment			
		***** NOTHING FOLLOWS *****			
		<i>Note: -</i>			
		Approved Budget for the Contract			
		(ABC): PhP 70,050.00			

PURPOSE: For Repair and Maintenance of Hyundai Starex (SHK-752)

PR No. 2024-11-0092

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

Supplier
Signature over Printed Name

Company Name: _____
Company Address: _____
Contact Person: _____
Contact No.: _____
Philgeps Reg. No.: _____
Company TIN: _____

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 bacfo10@dswd.gov.ph not later than 5:00pm on NOV 11 2024. Quotations submitted to different email address as stated above shall not be considered for evaluation.

Very truly yours,
ARNEL V. BADAZA
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.
11. NOTE: "Prospective supplier must be registered at the Philippines Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free".

ARNEL V. BADAZA
Procurement Officer

Supplier
Signature over Printed Name

PROOF OF RECEIPT

Quotation No: 24-0092-NP-SVP

Items: Preventive maintenance *✓*

Purpose: For Repair and Maintenance of Hyundai Starex (SHK-752)

Company Name	Representative	Position/ Designation	Date	Signature

Canvasser