

REQUEST FOR QUOTATION

**FOR REPAIR AND PREVENTIVE MAINTENANCE OF GOVERNMENT VEHICLE WITH PLATE NUMBER YZ 4443
UNDER THE OFFICE OF THE PROVINCIAL VICE-GOVERNOR**

Name of Company

Date: February 1, 2024

RFQ No.: nlontoc-RFQ-VG008-2024

Complete Company Address

PR No.: 2024-1-159/1-29-24

PHILGEPS Ref. No.: 10517844

To whom it may concern:

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than **February 7, 2024 at 5:00 PM** to the **BAC Office, 2/F Provincial Capitol Bldg., Brgy. San Agustin, Trece Martires City.**

Very truly yours,

ENGR. GILBERT V. MANDIA
BAC-A Chairman

CANVASSERS'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for **OFFICE OF THE PROVINCIAL VICE GOVERNOR** of the Provincial Government of Cavite.

(Printed Name & Signature)
AUTHORIZED CANVASSER

PLEASE QUOTE: PER ITEM

No	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	BIDDER'S PROPOSAL BOX			
					FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL	DELIVERY (days/weeks)
					Unit Price	Total Price		
1	SCOPE OF WORK: HEAVY PMS OF UNIT PARTS:							
	AIR FILTER	1	PC	970.00				
	VALVE COVER GASKET	1	PC	720.00				
	SPARK PLUG	4	PCS	1,800.00				
	SPARK PLUG SEAL	4	PCS	1,280.00				
	DRIVE BELT	1	PC	1,920.00				
	FLUSHING OIL	1	PC	588.00				
	SILICON	1	PC	250.00				
	VS ONE	1	PC	690.00				
	ENGINE CHANGE OIL OF FULLY SYNTHETIC *ENGINE FLUSHING * REPLACE OIL FILTER *REPLACEMENT OF GASOLINE *COMPLETE LABOR CHANGE	1	SET	6,800.00				
SEE PAGE TWO FOR CONTINUATION								

GENERAL CONDITIONS

1. All entries must be legibly handwritten or typewritten with no erasures;
2. Bidders must submit the required documents as follows:
 - a) Valid DTI Business Name Registration and/or SEC or CDA Certificate
 - b) Valid Mayor's Permit
 - c) PhilGEPS Online Registration
 - d) BIR Certificate
 - e) Authority of Signing Official and/or Representative
 1. Special Power of Attorney if single-proprietorship or Partnership (N/A if representative is the owner or general partner)
 2. Notarized Secretary's Certificate with attached Board Resolution if corporation or cooperative
 3. Photocopy of two (2) valid ID's of authorizing officer and representative
 - f) All prospective bidders are required to get the original signed copy of Request for Quotation at the BAC Office, Provincial Capitol Bldg., Brgy. San Agustin, Trece Martires City for submission together with the eligibility requirements on or before the closing date.
 - g) Notarized omnibus sworn statement.
 - h) Other required documents.
3. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

Company Name
RFQ No.
PR No.
PHILGEPS Reference No. 10517844
4. Delivery period at least must be within 30 calendar days from date of receipt of the Purchase Order/ Notice to Proceed (Indicate the terms of delivery in the Bidder's Proposal box)
5. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
6. Price validity shall be for a period of three (3) months;
7. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
8. If Bid is accepted, the supplier undertakes to provide a performance security in the form, amounts, and within the times specified in the Revised IRR of R.A. 9184;
9. It is understood that the Provincial Government of Cavite is not bound to accept the Lowest Calculated Bid or any Bid it may receive;
10. Transaction with the Provincial Government of Cavite shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
11. Failure to comply with these conditions shall mean disqualification of your bid proposal.

SUPPLIER/CONTRACTOR/CONSULTANT'S CERTIFICATION

Date: _____

After having carefully read and accepted your General Conditions, I/we quote you on the item/s at price/s noted above for immediate delivery and shipment, which can be made in _____ days from receipt of the Notice To Proceed.

Printed Name & Signature
of Authorized Representative

Company Tel./Fax/Mobile No.

Company Tax Identification No. (TIN)

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PLEASE QUOTE: PER ITEM					BIDDER'S PROPOSAL BOX			
No.	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL	Delivery (days/weeks)
					Unit Price	Total Price		
2	LABOR: ENGINE DETAILING OF UNIT (TOP PORTION) *REPLACEMENT AIR FILTER *REPLACEMENT OF SPARK PLUG SEAL *REPLACEMENT OF SPARK PLUG *REPLACEMENT OF VALVE COVER GASKET *COMPLETE LABOR CHARGE	1	LOT	2,850.00				
	PULL OUT & REPLACEMENT OF DRIVE BELT	1	LOT	780.00				
3	BRAKE SYSTEM: REPLACEMENT OF BRAKE PADS & BRAKE SHOE PARTS:							
	BRAKE FLUID	1	PC	240.00				
	BRAKE CLEANER	1	PC	690.00				
	BRAKE PADS	1	SET	1,520.00				
	BRAKE SHOE	1	SET	2,420.00				
4	LABOR: PULL OUT FRONT WHEEL L/R *CLEANING OF BRAKE MECHANISM L/R *REPLACEMENT OF BRAKE PADS L/R *ADJUSTMENT	2	SET	1,080.00				
	PULL OUT REAR WHEEL L/R *CLEANING OF BRAKE SHOE MECHANISM L/R *REPLACEMENT OF BRAKE SHOE L/R *ADJUSTMENT & BLEEDING	2	SET	1,560.00				
5	REPLACEMENT OF UNDER CHASSIS PARTS:							
	PENETRATING OIL	1	PC	462.00				
	LOWER ARM ASSY	2	PC	6,400.00				
	RACK END	2	PC	3,040.00				
	TIE ROD END	2	PC	2,880.00				
	STABILIZER LINK	2	PC	2,400.00				
	STABILIZER BUSHING	2	PC	960.00				
6	LABOR: PULL OUT & REPLACEMENT OF LOWER ARM ASSY L/R *REPLACEMENT OF RACK L/R *REPLACEMENT OF TIE ROD END L/R *REPLACEMENT OF STABILIZER LINK L/R *REPLACEMENT OF STABILIZER BUSHING L/R *COMPLETE LABOR CHARGE	2	SET	5,300.00				
	CAMBER LABOR CHARGE	1	LOT	2,500.00				
7	AIRCON SYSTEM PART:							
	FAN BLOWER MOTOR (FRONT)	1	PC	4,690.00				
8	LABOR CLEANING OF AC SYSTEM *REPLACEMENT OF FAN BLOWER MOTOR *FLUSHING *VACUUMING *CHARGING OF FREON	1	LOT	4,500.00				
9	POWER WINDOW- GLASS ALIGNMENT FRONT DRIVER SIDE: GLASS HOLDER	1	PC	2,210.00				
10	LABOR PULL OUT DOOR SIDINGS DRIVER SIDE *PULL OUT DOR GLASS & ALIGNMET OF DOOR RILES *REPLACEMENT OF GLASS HOLDER *COMPLETE LABOR CHARGE ***NOTHING FOLLOWS***	1	LOT	2,800.00				
	TOTAL			64,300.00				

 Company Name

 Address

 Printed Name & Signature
 of Authorized Representative