



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (Caraga)
REQUEST FOR QUOTATION

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement of Vehicle maintenance and replacement of damage parts: D-Max LT 4x2 MT maintenance and replacement of damage parts (Lot 1) & Mitsubishi Adventure SHX 698 Repair & Maintenance (Lot 2).

| | |
|--|--|
| Name of Project | Vehicle Maintenance |
| Solicitation | ADS RFQ No. 2024-10-01 |
| Reference No. | ADS PR No. 2024-10-049 |
| Location | PSA - AGUSAN DEL SUR |
| Brief Description | Refer to Specification/Table below |
| Quantity | Refer to table below |
| Mode of Procurement | NP-Small Value Procurement |
| Approved Budget for the Contract (ABC) | Lot 1: Php 26,700.00 Lot 2: Php 51,750.00 |
| Date of Delivery | 10 days after receipt of purchase order |

Please quote your lowest price on the item/s listed below and submits personally using this Request for Quotation Form not later than 09:00 A.M on October 18, 2024 the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

BERNADETH K. BONACHITA
 RBAC Chairperson

Terms and Conditions:

- Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
- All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
- Late submission of quotation shall not be accepted.
- Bids exceeding the ABC shall be disqualified.
- Terms of Payment shall be made through check payable to the supplier.
- Please submit/update your registration with the PSA (please disregard if you have already submitted/updated your registration with us), if none yet, submit, together with your quotation the photocopy of your Municipal and business permit, BIR Certificate of Registration, Phil. Government Electronic Procurement System (PhilGEPS) Registration, and Omnibus Sworn Statement (for 50k and above), and/or current Income Tax Return (for 500k and above).
- Award of contract shall be made to the lowest quotation, and complies with the specifications and other terms and conditions as stated in the RFQ.
- The Lowest bidder shall be informed immediately and shall be asked to submit additional requirements within three days after the opening of bids or during post qualification.
- The PSA reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.

| Item/s and specification/s (minimum) | Unit | Qty. | Unit Price | Total Amount (VAT inclusive) | Compliance with Technical Specifications (Please check) | |
|--|------|-------|-----------------|------------------------------|---|----|
| | | | | | YES | NO |
| Lot 1 | | | | | | |
| D-Max LT 4x2 MT maintenance and replacement of damage parts | | | | | | |
| Labor: | | | | | | |
| Stabilizer Bar Bush | | | service ₱ _____ | ₱ _____ | | |
| Stabilizer Bushing | | | service ₱ _____ | ₱ _____ | | |
| Rack End | | | service ₱ _____ | ₱ _____ | | |
| Brake Shoe | | | service ₱ _____ | ₱ _____ | | |
| Replace Brake Pad | | | service ₱ _____ | ₱ _____ | | |
| Change Oil | | | service ₱ _____ | ₱ _____ | | |
| Wheel Alignment | | | service ₱ _____ | ₱ _____ | | |
| Wiper Shampoo | | | service ₱ _____ | ₱ _____ | | |
| Wiper Blade | | | service ₱ _____ | ₱ _____ | | |
| Spare Parts: | | | | | | |
| Stabilizer Bar Bush | 2 | piece | ₱ _____ | ₱ _____ | | |
| Stabilizer Bushing | 2 | piece | ₱ _____ | ₱ _____ | | |
| Rack End | 2 | piece | ₱ _____ | ₱ _____ | | |
| Brake Shoe | 1 | piece | ₱ _____ | ₱ _____ | | |
| Brake Pad | 1 | piece | ₱ _____ | ₱ _____ | | |
| Engine Oil | 8 | piece | ₱ _____ | ₱ _____ | | |
| Oil Filter | 1 | piece | ₱ _____ | ₱ _____ | | |
| Change Oil | | piece | ₱ _____ | ₱ _____ | | |
| Wheel Alignment | | piece | ₱ _____ | ₱ _____ | | |
| Wiper Shampoo | 1 | piece | ₱ _____ | ₱ _____ | | |
| Wiper Blade | 2 | piece | ₱ _____ | ₱ _____ | | |
| Sub-total | | | | ₱ _____ | | |

| Item/s and specification/s (minimum) | Unit | Qty. | Unit Price | Total Amount (VAT inclusive) | Compliance with Technical Specifications (Please check) | |
|--|------|------------------|------------|---------------------------------|---|----|
| | | | | | YES | NO |
| Lot 2 | | | | | | |
| Mitsubishi Adventure SHX 698 Repair & Maintenance | | | | | | |
| Labor: | | | | | | |
| Replace Horn | | service | P _____ | P _____ | | |
| Replace Oil Sender | | service | P _____ | P _____ | | |
| Pull out Oil Cooler Hose | | service | P _____ | P _____ | | |
| Replace Belt | | service | P _____ | P _____ | | |
| Change Oil | | service | P _____ | P _____ | | |
| Replace Fuel Filter | | service | P _____ | P _____ | | |
| Hold Down Lock | | service | P _____ | P _____ | | |
| Spare Parts: | | | | | | |
| Horn | 1 | piece | P _____ | P _____ | | |
| Trouble Shoot and Aircon Cleaning | 1 | piece | P _____ | P _____ | | |
| Oil Sender | 1 | piece | P _____ | P _____ | | |
| Oil Cooler hose | 2 | piece | P _____ | P _____ | | |
| Aircon Belt | 1 | piece | P _____ | P _____ | | |
| Steering Belt | 1 | piece | P _____ | P _____ | | |
| Alternator Belt | 2 | piece | P _____ | P _____ | | |
| Engine Oil | 6 | piece | P _____ | P _____ | | |
| Oil Filter | 1 | piece | P _____ | P _____ | | |
| Fuel Filter | 1 | piece | P _____ | P _____ | | |
| | | Sub-total | | P _____ | | |
| TOTAL AMOUNT IN FIGURES: | | | | P _____ | | |
| TOTAL AMOUNT IN WORDS: | | | | | | |

Other Requirements:

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name of authorized representative/Signature: _____

Position: _____

Name of Company: _____

Address: _____

EmailAddress: _____

Fax No. _____ Tel No. _____

Cellphone No. _____

Date: _____