



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 Preventive Maintenance for Service Vehicle 2008 Honda City

Name of Project	Preventive Maintenance for Service Vehicle 2008 Honda City
Solicitation	RSSO RFQ No. 2023-08-009
Reference Number	RSSO PR No. 2023-07-252A
Location	PSA - RSSO XIII
Brief Description	Refer to Specification/Table below
Quantity	Refer to table below
Mode of Procurement	Small Value Procurement
Approved Budget for the Contract (ABC)	Php51,000.00
Date of Delivery	20 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 10:00 A.M on 18 August 2023 at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

BERNADETH I. BONACHITA
 RBAC Chairperson

Terms and Conditions:

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will result to disqualification of your bid.
3. Late submission of quotation shall not be accepted.
4. Bids exceeding the ABC shall be disqualified.
5. Terms of Payment shall be made through check payable to the supplier.
6. 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).
7. 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.
8. 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.
9. 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
Preventive Maintenance for Service Vehicle 2008 Honda City						
Lot 1						
Labor						
Replace Front & Rear Shock Absorber, Shock Mounting, Brake Pad, Stabilizer Link, Change Oil, Combination Switch and Foglamp	lot	1				
Parts						
Front Absorber Shock	pcs.	2				
Rear Absorber Shock	pcs.	2				
Shock Mounting	pcs.	2				
Stabilizer Link	pcs.	2				
Brake Pads	set	1				
Foglamp	set	1				
Combination Switch	set	1				
Fully Synthetic Gasoline Engine Oil	liters	4				
Oil Filter	pc.	1				
TOTAL AMOUNT IN FIGURES:						
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: _____

Email Address: _____

Fax No. _____ Tel No. _____

Cellphone No. _____

Date: _____