



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 alternative mode of procurement, **Small Value Procurement** for repair and maintenance of official vehicles.

<b>Name of Project</b>	Repair and Maintenance		
<b>Solicitation</b>	SDN PR No. 2022-07-041		
<b>Location</b>	PSA - RSSO XIII		
<b>Brief Description</b>	Refer to Bid Form below		
<b>Quantity</b>	Refer to Bid Form		
<b>Approved Budget for the Contract (ABC)</b>	<b>Lot 1</b>	<b>Php8,700.00</b>	
	<b>Lot 2</b>	<b>Php119,400.00</b>	
<b>Date of Delivery</b>	<b>Lot 1 to 2</b>	<b>Within 30 Days after receipt of Purchase Order</b>	

Please quote your **lowest price** on the item/s listed below and submits personally using this Request for Quotation Form not later than 8:00 A.M on **August 17, 2022** at the Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

**BERNADETH I. 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 DTI /SEC registration, Municipal and business permit, Tax Clearance, BIR Certificate of Registration and current ITR and Phil. Government Electronic Procurement System (PhilGEPS) Registration.
- 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: parts and labor for DMAX SAB 6489						
Parts and materials:						
diesel oil (synthetic)	liter	7	₱ _____	₱ _____		
engine filter	piece	1	₱ _____	₱ _____		
labor for change oil and filter	unit	1	₱ _____	₱ _____		
Subtotal (Lot 1)				₱ _____		
Lot 2: parts and labor for SHU 815						
Parts and materials:						
diesel oil (synthetic)	quarts	7	₱ _____	₱ _____		
engine filter	piece	1	₱ _____	₱ _____		
upper ball joint	piece	2	₱ _____	₱ _____		
lower ball joint	piece	2	₱ _____	₱ _____		
tie rod end	piece	2	₱ _____	₱ _____		
stab link	piece	6	₱ _____	₱ _____		
strut bar brushing	set	1	₱ _____	₱ _____		
front shock absorber	piece	2	₱ _____	₱ _____		
wheel bearing	piece	4	₱ _____	₱ _____		
tail light bulb	piece	3	₱ _____	₱ _____		
wiper blade	piece	5	₱ _____	₱ _____		
fuel filter	piece	1	₱ _____	₱ _____		
A/C blower assy	piece	1	₱ _____	₱ _____		
RAD assy	piece	1	₱ _____	₱ _____		
labor for:						
ball joint upper and lower	unit	1	₱ _____	₱ _____		
tie rod end both side	unit	1	₱ _____	₱ _____		

Item/s and specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (Please check)	
					YES	NO
stabilizer link bushing/strut bar brushing LF and RH	unit	1	₱ _____	₱ _____		
shock absorber 2PCs	unit	1	₱ _____	₱ _____		
front rotor disc	unit	1	₱ _____	₱ _____		
change oil and filter	unit	1	₱ _____	₱ _____		
rear door handle	unit	1	₱ _____	₱ _____		
front LH door opener	unit	1	₱ _____	₱ _____		
front wheel bearing inner and outer	unit	1	₱ _____	₱ _____		
misc	unit	1	₱ _____	₱ _____		
radiator assy	unit	1	₱ _____	₱ _____		
fuel filter/wiper blade	unit	1	₱ _____	₱ _____		
A/C blower malfunction	unit	1	₱ _____	₱ _____		
pull down fuel tank for cleaning	unit	1	₱ _____	₱ _____		
engine tune-up adjust valve clearance	unit	1	₱ _____	₱ _____		
Subtotal (Lot 2)				₱ _____		
<b>TOTAL AMOUNT IN FIGURES:</b>				₱ _____		
<b>TOTAL AMOUNT IN WORDS:</b>						

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: \_\_\_\_\_