



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 RSSO XIII (CARAGA)

REQUEST FOR QUOTATION FORM

The Philippine Statistics Authority through its Regional Bids and Awards Committee (RBAC) will undertake the procurement for **Change of Oil and Replacement of Tires of Official Vehicles**

Name of Project	Change of Oil and Replacement of Tires of Official Vehicles
Solicitation	SDN RFQ No. 2023-04-002
Reference Number	SDN PR No. 2023-03-026
Location	PSA Surigao del Norte
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: P39,750.00
	Lot 2: P23,770.00
Date of Delivery	10 days after receipt of Purchase Order

Please quote your **lowest price** on the item/s listed below and submit personally using this Request for Quotation Form not later than **10:00 AM on April 17, 2023** at the PSA Regional Statistical Services Office XIII (Caraga), Freeman Building, J.C. Aquino Avenue, Butuan City.

BERNADETH Y. 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
For DMAX SAB 6489 Lot 1: Change oil and replacement of tire synthetic oil engine filter fuel filter 195 R15C MRF Tire labor: replacement of fuel filter change oil and filter replacement of tires computer wheel alignment		7 1 1 4 1 1 1 1	P _____ P _____ P _____ P _____ P _____ P _____ P _____ P _____	P _____ P _____ P _____ P _____ P _____ P _____ P _____ P _____		
For Adventure SHU 815 Lot 2: Change oil and replacement of tire synthetic oil engine filter fuel filter 195 R15C MRF Tire labor: replacement of fuel filter change oil and filter replacement of tires computer wheel alignment		7 1 1 2 1 1 1 1	P _____ P _____ P _____ P _____ P _____ P _____ P _____ P _____	P _____ P _____ P _____ P _____ P _____ P _____ P _____ 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: _____ Email Address: _____

Fax No.: _____ Tel No.: _____ Cellphone No.: _____

Date: _____