



Civic Drive, Filinvest Corporate City, Alabang, Muntinlupa City

## REQUEST FOR QUOTATION

Date 31-Aug-2021  
 Quotation No. NP-SVP(A)-2021-0174-CDRRHR

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the Conditions. Kindly submit your quotation duly signed by you or your representative not later than **PhilGEPS Closing Date**.

  
**ENGR. ANA TRINIDAD F. RIVERA, MSc**  
 Chairperson, FDA-BAC

Name of Project: Procurement for the Repair, Replacement of spare parts, and preventive Maintenance of CDRRHR Vehicle, Innova with Plate No. SKW-292

Procurement Mode: NP-Small Value Procurement (A)

Classification: Goods

Approved Budget for the Contract (ABC): PHP 185,00.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
Procurement for the Repair, Replacement of spare parts, and preventive Maintenance of CDRRHR Vehicle, Innova with Plate No. SKW-292	Lot	1	185,000.00	
Includes the following;				
* 200,000KM Check-up				
* Gasket (1)				
* Oil Filter (1)				
* Motor Oil (7)				
* Element Assembly Fuel filter (1)				
* Element Sub-Assembly Ai (1)				
* Diesel Engine flush (1)				
* Window Washer fluid (1)				
* Engine decarbonized (1)				
* A/C repair & general cleaning: replace front expansion, valve, replace rear extension valve, replace receiver drier, replace all O Ring, checking and leaktest of front evaporator if found leak, replace materials such as freon evaporator and rear evaporator for possible replacement, if necessary				

* parts replacement of Hood panel, front bumper cover, upper radiator grille, hood granish chrome, clips or gromments				
Other Requirements				
1. Service center must be within the City of Manila, Alabang and Parañaque				
2. Vehicle should be repair not more than three (3) days, preferably with weekends				
3. Spare parts must be genuine Toyota parts: Materials must be brand new				
4. With warranty period of at least 20,000KM or one (1) year from the date of completion				
<b>GRAND TOTAL:</b>				

Delivery Period: \_\_\_\_\_  
\*Warranty: \_\_\_\_\_  
Price Validity: \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We hereby submit the price quotation on the item/s noted above, within the stated delivery period and price validity.

\_\_\_\_\_  
Printed Name over Signature

Canvassed By:

Tel. No./ Cellphone No. \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Canvasser & Position Title

Date Conducted: \_\_\_\_\_

DTN:20210818094751

**NOTE:**

1. ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN. BIDDERS MAY SUBMIT QUOTATIONS PROVIDED THAT ABOVE MATRIX DETAILS ARE COMPLETELY PROVIDED AND SHALL BE SUBMITTED USING COMPANY LETTERHEAD;
2. DELIVERY PERIOD WITHIN 3 CALENDAR DAYS UPON THE RECEIPT OF PURCHASE ORDER;
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY;
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF FORTY FIVE (45) CALENDAR DAYS CALENDAR DAYS;
5. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED, IF APPLICABLE;
6. PLEASE QUOTE YOUR GOVERNMENT PRICE(S) INCLUDING VAT OR OTHER APPLICABLE TAXES AND OTHER INCIDENTAL EXPENSES FOR THE TERMS LISTED/ATTACHED;
7. PLEASE SUBMIT YOUR SEALED QUOTATION/S ADDRESSED DIRECTLY TO:

**ENGR. ANA TRINIDAD F. RIVERA, MSc**  
Chairperson, FDA-BIDS AND AWARDS COMMITTEE  
FOOD AND DRUG ADMINISTRATION  
CIVIC DRIVE FILINVEST, ALABANG, MUNTINLUPA CITY

DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE BASED ON THE CLOSING DATE AND TIME OF PHILGEPS;

8. LATE BIDS SHALL NOT BE ACCEPTED;

9. FOR OTHER INQUIRIES/CONCERNS ABOUT THE ITEMS, PLEASE CONTACT MR. JOHN CARLO R. CERVANTES TELEPHONE NUMBER 8815-9597 or email at [jercervantes@fda.gov.ph](mailto:jercervantes@fda.gov.ph)

10. THE FOOD AND DRUG ADMINISTRATION RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, DECLARE A FAILURE OF THE PROCUREMENT, OR NOT AWARD THE CONTRACT AT ANY TIME PRIOR TO CONTRACT AWARD IN ACCORDANCE WITH SECTION 41 OF RA 9184 AND ITS IRR, WITHOUT INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS.

DTN:20210818094751

Page 2 of RFQ No. NP-SVP(A)-2021-0174-CDRRHR