



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
General Solano Street, San Miguel, Manila

REQUEST FOR QUOTATION
No. 22-048A

The **Department of Budget and Management (DBM)** through its **Administrative Service (AS)**, intends to procure "**Repair and Maintenance of Motor Vehicle Aircon System (28 units)**" for CY 2022 in accordance with **Section 53.9** (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative **not later than 23 AUG 2022, 2:00 p.m.** at the AS – Procurement Management Division, Ground Floor, DBM Bldg. III, General Solano St., San Miguel, Manila. Quotations may also be submitted through facsimile or email at the address and contact numbers indicated below.

A copy of your 2022 **Business/Mayor's Permit¹** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the Mayor's/Business Permit.

The **Omnibus Sworn Statement² (GPPB-prescribed forms)**, **Income/Business Tax Return³ (for ABC's above Php 500k)** will also be required to be submitted *prior to award*.

For any clarification, you may contact us at telephone no. **(02) 8657-3300 local 3115** or email address at kcantoria@dbm.gov.ph.

AARON ALBERTO A. ESCALONA
Chief Administrative Officer

¹In case of recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

²In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the notarized Omnibus Sworn Statement shall be submitted after award of contract but before payment in accordance with item 6.3 of GPPB Resolution No. 09-2020.

³Manually filed tax returns or filed through the EFPS

Date: _____

Name of Company: _____

Address: _____

Name of Store/Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number: _____

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

TECHNICAL SPECIFICATION

1. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate "0" if the item being offered is for free.
2. Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each Specification.

Item	Description	Total Quantity	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
A.	Repair and Maintenance of Motor Vehicle Aircon System (28 units) - See attached Annex B for the price quotation form, which contains the specifications; and fill-out the same.	1 lot			

**The above quoted prices are inclusive of all costs and applicable taxes.*

SCHEDULE OF REQUIREMENTS

Bidder's Statement of Compliance

A.	Repair and Maintenance of Motor Vehicle Aircon System (28 units) - See attached Annex A for the list of Motor vehicles.	
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FINANCIAL OFFER

Approved Budget for the Contract	Total Offered Quotation
<p style="text-align: center;">Seven Hundred Nine Thousand Pesos only</p> <p style="text-align: center;">(Php 709,000.00)</p>	<p style="text-align: center;">In words: _____</p> <p>_____</p> <p>_____</p> <p style="text-align: center;">In figures: _____</p> <p>_____</p> <p>_____</p>

<u>Payment Details:</u>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.
Banking Institution	
Account Number	
Account Name	
Branch	

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email address/es

Section VII. Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification".

Item	Specifications	Bidder's Statement of Compliance
1	<p>For cleaning and repair; Replace filter drier, expansion valves & cabin filter if applicable, and identify other defective parts for replacement</p> <p>Scope of work:</p> <p>Pull down evaporator & condenser For general cleaning, leak test add capila oil, vacuum of lines Recharge freon gas R134A Replace Expansion valve front and rear Replace filter drier Flushing of system replace cabin filter</p> <p>Other Identified defective parts for replacement such as but not limited to; Evaporator, Condenser, Compressor, Auxiliary Fan Other parts identified by the supplier</p>	
2	<p>For cleaning; Replace filter drier, expansion valves & cabin filter if applicable.</p> <p>Scope of work:</p> <p>Pull down evaporator & condenser, For general cleaning add Capila oil, vacuum of lines Recharge Freon gas R134A Replace Expansion valve front and rear Replace filter drier, Flushing of system Replace cabin filter</p>	
3	<p>Return/Surrender all defective parts replaced except for consumable items such as oils, freon etc.</p>	
4	<p>1 Year for parts/labor Submission of Warranty Certificate by the Supplier</p>	

For Cleaning and repair

Nissan NV350 (5) units

SAA 1135,1130,1136,1131,1134

	Amount
Scope of work	
Pulldown evaporator & condenser	}
For general cleaning	
add capila oil, vaccuum of lines	
Recharge freon gas R134A	
Replace Expansion valve front and rear	
Replace filter drier	
Flushing of system	
replace cabin filter	-
Optional parts:	
Evaporator	
Condenser	
Compressor	
Auxillary Fan	
Other parts identified by the supplier	
	-
Total	-

For Cleaning and repair

Toyota Innova

ABE 1013

	Amount
Scope of work	
Pulldown evaporator & condenser	}
For general cleaning	
add capila oil, vaccuum of lines	
Recharge freon gas R134A	
Replace Expansion valve front and rear	
Replace filter drier	
Flushing of system	
replace cabin filter	-
Optional parts:	
Evaporator	
Condenser	
Compressor	
Auxillary Fan	
Other parts identified by the supplier	
	-
Total	-

For Cleaning and repair

Honda CRV 2011

ABP 1004

Scope of work

Amount

- Pulldown evaporator & condenser
- For general cleaning
- add capila oil, vaccuum of lines
- Recharge freon gas R134A
- Replace Expansion valve front and rear
- Replace filter drier
- Flushing of system
- replace cabin filter



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Optional parts:

- Evaporator
- Condenser
- Compressor
- Auxillary Fan
- Other parts identified by the supplier

-

Total

-

For Cleaning and repair

Mitsubishi Montero Sports 2012

RME 454

Scope of work

Amount

- Pulldown evaporator & condenser
- For general cleaning
- add capila oil, vaccuum of lines
- Recharge freon gas R134A
- Replace Expansion valve front and rear
- Replace filter drier
- Flushing of system
- replace cabin filter



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Optional parts:

- Evaporator
- Condenser
- Compressor
- Auxillary Fan
- Other parts identified by the supplier

-

Total

-

For Cleaning

Nissan NV350 (7) units

SAA 1141,1140,1138,1137,1139, 1133, 1132

Scope of work

Amount

Pulldown evaporator & condenser

For general cleaning

add capila oil, vaccuum of lines

Recharge freon gas R134A

Replace Expansion valve front and rear

Replace filter drier

Flushing of system

replace cabin filter



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For Cleaning

Toyota Innova 4 units

ABE1018,1020,1016 and ABP 1162

Scope of work

Amount

Pulldown evaporator & condenser

For general cleaning

add capila oil, vaccuum of lines

Recharge freon gas R134A

Replace Expansion valve front and rear

Replace filter drier

Flushing of system

replace cabin filter



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For Cleaning

Toyota Avanza 2 units 2017

SAA1144 , ABP 1161

Scope of work

Amount

Pulldown evaporator & condenser

For general cleaning

add capila oil, vaccuum of lines

Recharge freon gas R134A

Replace Expansion valve front and rear

Replace filter drier

Flushing of system

replace cabin filter



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For Cleaning

Mitsubishi Adventure 2 units 2012

SJN806 SJN 813

Scope of work	Amount
Pulldown evaporator & condenser	}
For general cleaning	
add capila oil, vaccuum of lines	
Recharge freon gas R134A	
Replace Expansion valve front and rear	
Replace filter drier	
Flushing of system	
replace cabin filter	

	-

For Cleaning

Hyundai Starex 2 units 2013-2014

VFM604 AAN2642

Scope of work	Amount
Pulldown evaporator & condenser	}
For general cleaning	
add capila oil, vaccuum of lines	
Recharge freon gas R134A	
Replace Expansion valve front and rear	
Replace filter drier	
Flushing of system	
replace cabin filter	

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For Cleaning

Toyota HI-Ace 2 units

SJA848 , ABP 1013

Scope of work	Amount
Pulldown evaporator & condenser	}
For general cleaning	
add capila oil, vaccuum of lines	
Recharge freon gas R134A	
Replace Expansion valve front and rear	
Replace filter drier	
Flushing of system	
replace cabin filter	

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For Cleaning
Mitsubishi ASX 2015

ABE 1037

Scope of work

Pulldown evaporator & condenser

For general cleaning

add capila oil, vaccuum of lines

Recharge freon gas R134A

Replace Expansion valve front and rear

Replace filter drier

Flushing of system

replace cabin filter

Amount



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Section VI. Schedule of Requirements

The delivery schedule stipulates hereafter the date of delivery to the project site.

Item	Description	Quantity	Delivery Schedule
1	Repair and Maintenance of Motor Vehicle Aircon System (28units) Please see attached "Annex A"	1 lot	Within twenty five (25) working days from receipt of Notice to Proceed (atleast 5 units scheduled and repaired per week)
2	1 Year for parts/labor Submission of Warranty Certificate by the Supplier		



Brand and Model	Year	Plate number	Status
Nissan NV350	2017	SAA1135	For Cleaning and repair
Nissan NV350	2017	SAA1130	For Cleaning and repair
Nissan NV350	2017	SAA1136	For Cleaning and repair
Nissan NV350	2017	SAA1131	For Cleaning and repair
Nissan NV350	2017	SAA1134	For Cleaning and repair
Toyota Innova	2014	ABE1013	For Cleaning and repair
Honda CR-V	2011	ABP1004	For Cleaning and repair
Mitsubishi Montero sports	2012	RME454	For Cleaning and repair
Toyota Avanza	2017	SAA 1144	For Cleaning
Toyota Avanza	2017	ABP1161	For Cleaning
Mitsubishi Adventure	2012	SJN806	For Cleaning
Mitsubishi Adventure	2012	SJN813	For Cleaning
Hyundai Starex	2013	VFM604	For Cleaning
Hyundai Starex	2014	AAN2642	For Cleaning
Toyota Hi-Ace	2008	SJA848	For Cleaning
Toyota Hi-Ace	2017	ABP1013	For Cleaning
Nissan NV350	2017	SAA1141	For Cleaning
Nissan NV350	2017	SAA1140	For Cleaning
Nissan NV350	2017	SAA1138	For Cleaning
Nissan NV350	2017	SAA1137	For Cleaning
Nissan NV350	2017	SAA1139	For Cleaning
Nissan NV350	2017	SAA1133	For Cleaning
Nissan NV350	2017	SAA1132	For Cleaning
Toyota Innova	2014	ABE1018	For Cleaning
Toyota Innova	2014	ABE1020	For Cleaning
Toyota Innova	2018	ABP1162	For Cleaning
Toyota Innova	2014	ABE1016	For Cleaning
Mitsubishi ASX	2015	ABE1037	For Cleaning

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of *sixty (60) calendar days* from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The DBM shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DBM **may** rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

12. In compliance with Section 4.3 of Appendix 33 of the 2016 Revised IRR of RA No. 9184 and consistent with Administrative Order No. 34, s. of 2020, the DBM shall publish in its official website and social media platform the following post-award information:

- a) Project name;
- b) Approved budget for the contract;
- c) Contract period;
- d) Name of the winning bidder and its official business address;
- e) Amount of contract awarded;
- f) Date of Award and Acceptance;
- g) Implementing office/unit/division/bureau of the concerned agency or instrumentality.

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email address/es