



## Request for Quotation (RFQ)

Procurement Title: **PROCUREMENT OF VARIOUS SPARE PARTS FOR REPAIR AND MAINTENANCE OF VARIOUS GSO MOTOR VEHICLES OF GENERAL SERVICES OFFICE**

PR No. : **2025-04631-013(-R)**

Solicitation No. : **024-4N-25**

PR Date : **09 January, 2025**

Philgeps Reference No. : **11692919**

Approved Budget for the Contract: **₱350,454.00**

Please quote your lowest price on the item/s listed described below or in the attached Purchase Request (PR) subject to the General Terms and Conditions Stated herein, submit filled out quotation duly signed by you or your duly authorized representative not later than January 28, 2025, 1:00 PM at the Bids and Awards Committee Office, 2nd Floor, City Hall Complex, A.B. Fernandez Ave., Dagupan City 2400 Pangasinan.

**ATTY. AURORA E. VALLE**  
BAC Chairman

### GENERAL TERMS AND CONDITIONS:

1. Warranty shall be for a minimum period of three (3) months for expendable components, one (1) year for non-expendable components, from date of acceptance by the City Government of Dagupan.
2. Price validity shall be for a period of thirty (30) calendar days counted from date of quotation.
3. Price quotation shall be inclusive of all costs and applicable taxes.
4. Delivery period upon receipt of Purchase Order (P.O.)
5. Amount of bid docs to be paid ₱ 500.00.
6. PhilGEPS REGISTRATION/ CERTIFICATE, MAYOR'S/ BUSINESS PERMIT, TAX REGISTRATION, SEC or DTI. Shall be attached upon submission of quotation.
7. Latest income/business tax return shall be attached upon submission of quotation if ABC is above Php 500,000.00
8. A notarized omnibus sworn statement (GPPB-prescribed format) shall be attached upon submission of quotation if ABC is above Php50,000.00
9. Bidders shall submit original brochures showing certifications of the product being offered. (if applicable)
10. **ANY ALTERATIONS AND/OR ERASURES SHALL BE COUNTER-SIGNED BY THE BIDDER OR HIS/HER DULY AUTHORIZED REPRESENTATIVE. BIDS WITH ALTERATIONS AND/OR ERASURES THAT ARE NOT COUNTER-SIGNED SHALL BE REJECTED.**

COMPANY NAME : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

PHILGEPS REGISTRATION No. : \_\_\_\_\_ Valid Until: \_\_\_\_\_

QTY	UNIT	ITEM DESCRIPTION	UNIT COST	APPROVED BUDGET FOR THE CONTRACT	QUOTATION/ OFFER AMOUNT	
					UNIT PRICE	TOTAL AMOUNT
4	pcs	Headlight Bulb - Coaster (SAB 4558)				
1	pc	Flushing Oil 500ml - Coaster (SAB 4558)				
2	gals	Diesel Engine Oil - Coaster (SAB 4558)				
2	pcs	Diesel Engine Oil (2 liters) - Coaster (SAB 4558)				
1	pc	Oil Filter - Coaster (SAB 4558)				
4	pcs	Flap-15 - Coaster (SAB 4558)				
4	pcs	Headlight Bulb - Coaster (SAB 4559)				
10	pcs	Stick on Wheel weights - Isuzu Crosswind (SKA 834)				
4	pcs	TR-413 V.S - Isuzu Crosswind (SKA 834)				
10	pcs	Stick on Wheel weights - Innova (SAB 5252)				
4	pcs	TR-413 V.S - Innova (SAB 5252)				
1	set	Brake Pad - Innova (SAB 5252)				
1	pc	Evaporator - Nissan Urvan (F4A 581)				
2	pcs	Expansion Valve - Nissan Urvan (F4A 581)				
1	pc	Drier - Nissan Urvan (F4A 581)				
1	set	Brake Pad - Nissan Urvan (F4A 581)				

QTY	UNIT	ITEM DESCRIPTION	UNIT COST	APPROVED BUDGET FOR THE CONTRACT	QUOTATION/ OFFER AMOUNT	
					UNIT PRICE	TOTAL AMOUNT
1	set	Brake Shoe - Nissan Urvan (F4A 581)				
1	pc	Air Cleaner - Nissan Urvan (F4A 581)				
4	pcs	Differential Oil - Nissan Urvan (F4A 581)				
1	pc	Fan Motor (front) - Nissan Urvan (F4A 581)				
1	pc	Fan Motor (rear) - Nissan Urvan (F4A 581)				
4	pcs	TR-413 V.S - Nissan Urvan (F4A 581)				
1	pc	Flushing Oil - Avanza (SAB 5254)				
1	pc	Diesel Engine Oil (4 gals) - Avanza (SAB 5254)				
2	pcs	Diesel Engine Oil (2 liters) - Avanza (SAB 5254)				
1	pc	Oil Filter - Avanza (SAB 5254)				
1	set	Brake Pad (front) - Avanza (SAB 5254)				
2	pcs	Rotor Disc Resurface (front) - Avanza (SAB 5254)				
2	pcs	Wheel Cylinder - Avanza (SAB 5254)				
8	liters	Diesel Engine Oil - Hi-Ace Grandia (SAB 4553)				
1	pc	Oil Filter - Hi-Ace Grandia (SAB 4553)				
1	pc	Flushing Oil - Hi-Ace Grandia (SAB 4553)				
1	pc	Air Filter - Hi-Ace Grandia (SAB 4553)				
1	pc	Aircon Filter - Hi-Ace Grandia (SAB 4553)				
2	pcs	Shock Absorber (front) - Hi-Ace Grandia (SAB 4553)				
2	pcs	Wheel Cylinder - Hi-Ace Grandia (SAB 4553)				
1	pc	Drive Belt - Hi-Ace Grandia (SAB 4553)				
1	pc	Tensioner Bearing - Hi-Ace Grandia (SAB 4553)				
1	pc	Idler Bearing - Hi-Ace Grandia (SAB 4553)				
1	set	Brake Pad (front) - Hi-Ace Grandia (SAB 4553)				
2	pcs	Rotor Assy - Hi-Ace Grandia (SAB 4553)				
1	set	Brake Shoe (rear) - Hi-Ace Grandia (SAB 4553)				
4	liters	Transmission Oil - Hi-Ace Grandia (SAB 4553)				
3	liters	Differential Oil - Hi-Ace Grandia (SAB 4553)				
1	pc	Brake Fluid 500ml - Hi-Ace Grandia (SAB 4553)				
2	pcs	Rotor Disc Assy - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	set	Brake Shoe (rear) - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	set	Brake Pad (front) - Isuzu Pick-Up with Passenger Van (SNA 5348)				
2	pcs	Brake Drum Resurface - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	pc	Secondary Clutch - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	pc	Primary Clutch - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	pc	Brake Fluid 900ml - Isuzu Pick-Up with Passenger Van (SNA 5348)				
4	pcs	Tire - Isuzu Pick-Up with Passenger Van (SNA 5348)				

QTY	UNIT	ITEM DESCRIPTION	UNIT COST	APPROVED BUDGET FOR THE CONTRACT	QUOTATION/ OFFER AMOUNT	
					UNIT PRICE	TOTAL AMOUNT
4	liters	Differential Oil - Isuzu Pick-Up with Passenger Van (SNA 5348)				
2	pcs	Wheel Cylinder (rear) - Isuzu Pick-Up with Passenger Van (SNA 5348)				
2	pcs	Shock Absorber (rear) - Isuzu Pick-Up with Passenger Van (SNA 5348)				
2	pcs	Expansion Valve - Isuzu Pick-Up with Passenger Van (SNA 5348)				
2	pcs	Evaporator - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	pc	Compressor - Isuzu Pick-Up with Passenger Van (SNA 5348)				
8	pcs	O-ring - Isuzu Pick-Up with Passenger Van (SNA 5348)				
1	pc	Compressor Oil - Isuzu Pick-Up with Passenger Van (SNA 5348)				
4	pcs	TR-413 V.S - Isuzu Pick-Up with Passenger Van (SNA 5348)				
10	pcs	Stick on Wheel weights - Isuzu Pick-Up with Passenger Van (SNA 5348)				
<b>₱350,454.00</b>						

After having carefully read and accepted your General Terms and Conditions, I/ WE quote you on the item at prices noted above.

Signature over printed name \_\_\_\_\_

(Owner/ Authorized Representative) \_\_\_\_\_

Telephone/ Mobile No. \_\_\_\_\_

Email Address \_\_\_\_\_

Date \_\_\_\_\_

**NOTE: ADDITIONAL INSTRUCTION**

1. Please submit quotation and required documents in a SEALED envelope.
2. RFQ/s may be submitted personally at the BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Avenue, Dagupan City during office hours 8:00 A.M. to 5:00 P.M. Bidder shall present its proof of payment for the Bid Docs Fees. Payment shall be paid at the One Stop Shop Business Center (OSBC).
3. RFQ's may be submitted through mail/courier services and shall be addressed to the BAC Chairman with Office Address: BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Avenue, Dagupan City. Bidder shall attach a Postal Money Order and/ or Managers Check for the Bid Docs Fees with a Payee: CITY TREASURE'S OFFICE DAGUPAN CITY. Bidders shall also attach a self-addressed stamped envelope for the RFQ's received by the BAC after the deadline will be return through that aforementioned self-addressed stamp envelope.
4. **RFQ's THAT ARE DELIVERD BY MAIL/ COURIER SERVICE AFTER THE DEADLINE SHALL NOT BE OPENED AND SHALL BE IMMEDIATELY RETURNED. THE BAC SHALL NOT BE RESPONSIBLE FOR ANY DELAY IN THE DELIVERY OF RFQ's VIA MAIL/ COURIER SERVICES.**