

Standard Form Number: SF-GOOD-60

Revised on: May 24, 2004

Standard Form Title: **Request for Quotation**

Date: 5/08/2025  
Quotation No. 2025-032

Company Name: \_\_\_\_\_


Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Tax Identification Number (TIN): \_\_\_\_\_

PhilGEPS Registration Number (required prior to award) : \_\_\_\_\_

Please quote your **lowest price** on the item/s listed below, subject to the General Conditions set on this document, and submit your quotation duly signed by your representative not later than **9:00AM of 14 May 2025** in the return envelope attached herewith. **(For VAT registered entities, quotation should be VAT-inclusive)**

  
RUBY MARIA O. TUMAPON

BAC Chairperson/Port Services Division Manager

NOTE: 1. ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN

2. DELIVERY PERIOD WITHIN **15 DAYS** UPON RECEIPT OF THE APPROVED FUNDED P.O.

3. WARRANTY SHALL BE FOR A MINIMUM 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 THIRTY (30) CALENDAR DAYS

5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION

6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED, IF APPLICABLE

7. APPROVED BUDGET FOR THE CONTRACT (ABC): Php 232,361.26

**8. FOR SMALL VALUE PROCUREMENT WITH ABCs ABOVE Php50K, THE BIDDER WITH LOWEST QUOTED PRICE SHALL SUBMIT A DULY NOTARIZED OMNIBUS SWORN STATEMENT (OSS) AS REQUIRED UNDER THE 2016 REVISED IRR OF RA 9184. THE BIDDER SHALL SUBMIT THE OSS BEFORE THE ISSUANCE OF PURCHASE ORDER. FAILURE TO SUBMIT WITHIN 7 WORKING DAYS UPON RECEIPT OF THE NOTICE OF AWARD SHALL BE GROUND FOR A FORFEITURE OF THE P.O. AND SHALL BE AWARDED TO THE NEXT LOWEST BIDDER.**

**9. FOR DIRECT CONTRACTING, THE SUPPLIER SHALL POST A WARRANTY SECURITY FOR A MINIMUM PERIOD OF THREE (3) MONTHS, IN THE CASE OF EXPENDABLE SUPPLIES, OR A MINIMUM PERIOD OF ONE (1) YEAR, IN THE CASE OF NON-EXPENDABLE SUPPLIES, AFTER ACCEPTANCE BY THE PROCURING ENTITY OF THE DELIVERED SUPPLIES (SEE ATTACHED: FORMS OF WARRANTY SECURITY.)**

**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.

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT
<b>Preventive Maintenance for PPA Service Vehicle.</b>					
1	Preventive Maintenance for Toyota Tamaraw FX SFP161 (Year Model: 2002) Change oil Package, Oil filter, Clean/Inspect Brakes Front and Rear 4Sides, adjust handbrake and replace fuel filter(Inclusive Labor & Materials) PRI 2024-247	1	LOT		

2	Preventive Maintenance for Toyota Fortuner WIP625/100805 (Year Model: 2014) 85Km check-up, TDO CH-415W-40 1L, Oil filter 75*85, Gasket, DSL Injector Cleaner, Misc, Diesel Engine Flush. (Inclusive Labor & Materials) PRI 2025-016	1	LOT		
3	Preventive Maintenance for Mitsubishi Adventure SLF423 (Year Model: 2013)Change oil Package, oil filter, clean/inspect brakes front and rear 4sides, adjust handbarake and replacement of fuel filter (Inclusive Labor & Materials) PRI 2025-120	1	LOT		
4	Preventive Maintenance for Isuzu Dmax Fire Rescue D1S067 (Year Model: 2020) Change oil (5k PMS), BVP engine oil, gasket drain & plug, oil filter and isuzu brake cleaner (Inclusive Labor & Materials) PRI 2025-119	1	LOT		
5	Preventive Maintenance for Subaru Forester NAT2731(Year Model: 2017)Engine oil, Brake and parts cleaner, Distilled water, Gasket drain plug, Oil filter, Liqui Moly Brake Paste, 100km check-up (Inclusive Labor & Materials) PRI 2024-266	1	LOT		
6	Preventive Maintenance for Mitsubishi Adventure SLG387(Year Model: 2013) Change oil package,oil filter, Clean/inspect Brakes Front and Rear 4 Sides, Adjust Hand Brake and Replace Fuel Filter(Inclusive Labor & Materials) PRI 2025-112	1	LOT		
7	Preventive Maintenance for Toyota Innova 101702 (Year Model: 2006) Change oil, 290,000km checkup, oil filter, gasket, diesel BG care injection cleaner, engine treatment, pad kit and disc brake (Inclusive Labor & Materials) PRI 2025-132	1	LOT		
8	Preventive Maintenance for Toyota Hilux SND2291(Year Model: 2024) 15,000 KM check-up, gasket, TGFS SN/CF 5W-30 1L. oil filter, battery terminal grease, engine treatment, bactaklenz and misc (Inclusive Labor & Materials) PRI 2025-131	1	LOT		
9	Preventive Maintenance for Toyota Revo (Green) SFG710 (Year Model:1999) Change oil package, oil filter, Additional 2 ltrs oil, clean/inspect brakes front and rear 4 sides and adjust hand brake (Inclusive Labor & Materials) PRI 2025-130	1	LOT		

10	Preventive Maintenance for Toyota Hilux Patrol SAB4356(Year Model: 2017) Change oil package, oil filter, Additional 2 ltrs oil, clean/inspect brakes front and rear 4 sides and adjust hand brake (Inclusive Labor & Materials) PRI 2025-129	1	LOT		
11	Preventive Maintenance for Toyota Revo (Red) SGS151(Year Model: 2003) Change oil package, oil filter, Additional 2 ltrs oil, clean/inspect brakes front and rear 4 sides and adjust hand brake (Inclusive Labor & Materials) PRI 2025-128	1	LOT		
12	Preventive Maintenance for Toyota Hilux SEG529(Year Model: 1996) Change oil package, oil filter, Clean/inspect brakes front and rear 4 sides, adjust hand brake and replacement of fuel filter (Inclusive Labor & Materials) PRI 2025-127	1	LOT		
13	Preventive Maintenance for Isuzu Boomtruck NFL1929(Year Model: 2022)PMS medium, 2 waste cotton pad, kit fuel, oil filter, fuel filter, gasket drain/plug, isuzu brake cleaner and engine oil (Inclusive Labor & Materials) PRI 2025-126	1	LOT		
14	Preventive Maintenance for Toyota Hilux Patrol SND7252 (Year Model: 2022) Change oil package, oil filter, Clean/inspect brakes front and rear 4 sides, Adjust handbrake and replacement of fuel filter (Inclusive Labor & Materials) PRI 2025-125	1	LOT		
15	Preventive Maintenance for Toyota Hilux P9S130 (Year Model: 2021) 60,000 km check-up, oil filter, gasket, battery terminal grease, engine treatment, brake system, replace brake shoe, kit and brake (Inclusive Labor & Materials) PRI 2025-124	1	LOT		
16	Preventive Maintenance for Isuzu Manlift SND2414 (Year Model: 2024) PMS medium, 2 waste cotton pad, fuel (BVP), oil filter, fuel filter, gasket drain/plug, isuzu brake cleaner and engine oil (Inclusive Labor & Materials) PRI 2025-123	1	LOT		
17	Preventive Maintenance for Toyota Hi-ace Commuter SND2267 (Year Model: 2024) Change oil, oil filter, engine treatment, brake system, 40,000km check-up, brake fluid, pad kit, disc brake/fitting parts (Inclusive Labor & Materials) PRI 2025-122	1	LOT		
18	Preventive Maintenance for Toyota Grandia SAB4375 (Year Model: 2017) Change oil, Replacement of fuel filter and check up brakes 4pcs 2 sides (Inclusive Labor & Materials) PRI 2025-121	1	LOT		

**REMARKS:**

**The Service Provider shall provide service billing / billing statements, official receipts and service report for every preventive maintenance accomplished by the Service Provider.**

**The Service Provider shall deliver a complete preventive maintenance service as stated in the PR in line with the scheduled maintenance service or an interval of 5000 km distance travel, whichever comes first.**

**Billings shall be based on the actual services rendered per unit and shall be submitted upon completion of the service/s**

**Brand and Model :**

\_\_\_\_\_

**Delivery Period :**

\_\_\_\_\_

**Warranty :**

\_\_\_\_\_

**Price Validity :**

\_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices noted above.

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Position / Designation

\_\_\_\_\_  
Tel. No. / Cellphone No.

\_\_\_\_\_  
email address

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

**PR No. CDO-2647-25**

#### **TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be dominated in Philippine Peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of Contract shall be made to the lowest 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.
7. 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.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The PPA PMO MO/C Technical Inspector shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated Responsive Quotation, PPA PMO MO/C 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.
11. Payment shall be made after delivery and upon the submission of the required supporting documents.
12. Liquidated damages equivalent to the one tenth of one percent (0.1%) of the value of goods not delivered within the prescribed delivery period shall be imposed per day of delay. PPA PMO MO/C shall 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.

For any clarifications, you may contact us at telephone no. (088) 8561264/8564667; or cellphone no. 09061647613 or email address at **[moc\\_supply@ppa.com.ph](mailto:moc_supply@ppa.com.ph)**.