



**DEPARTMENT OF ENERGY**  
(Kagawaran ng Enerhiya)  
Energy Center, Rizal Drive Bonifacio  
Global City, Taguig City, Philippines 1632

Solicitation No.	RFQ-02-0101-2022-02-0020-0525-0056
Purchase Request No.:	02-0101-2022-02-0020

**REQUEST FOR QUOTATION**

Title of Procurement/End-user	: (3 <sup>rd</sup> posting) Supply of Tools, Materials and Equipment for the repair and maintenance of Honda CRV with plate No. SGK 357
Mode of Procurement	: Small Value Procurement (53.9)
Bidding Terms	: 1 Lot
Delivery Terms/Schedule	: Delivery period and completion of the works is within 25 days from receipt of Purchase Order
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3<sup>rd</sup> Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: [bacsecretariat@doe.gov.ph](mailto:bacsecretariat@doe.gov.ph) not later than **30 May 2022, Monday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
1.	<b>Supply of Tools, Materials and Equipment for the repair and maintenance of Honda CRV with plate No. SGK 357</b>			90,000.00
2.	Repair/ Overhauling of Automatic Transmission <ul style="list-style-type: none"><li>1 Lot Labor</li><li>1 set Master overhauling Kit</li><li>1 lot Valve body reprogram</li><li>1 set Pump resurface</li><li>1 set Rebuilt front planetary</li><li>1 set Rebuilt rear planetary</li><li>1 pc. Filter Transmission</li><li>1 set Torque converter</li><li>10 Liters ATF</li></ul>			
3.	1 pc. Air Filter			
4.	1 Lot Flushing of Radiator			
5.	Others <ul style="list-style-type: none"><li>All necessary materials, supplies and consumables necessary to complete the work</li></ul>			
6.	Terms and Conditions <ul style="list-style-type: none"><li>Bids are inclusive of taxes</li><li>Warranty of 6 months on the items from factory defects.</li></ul>			

	<ul style="list-style-type: none"><li>• 5% of the contract price will be retained as warranty for the execution of returned works for the period of 60 days</li></ul>			
<p><b>General Conditions:</b></p> <ol style="list-style-type: none"><li>1. Quotation shall be valid for sixty (60) days from submission</li><li>2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. <b>(If applicable)</b></li><li>3. The following documents shall be attached/included in the submission of proposal/quotation:<ol style="list-style-type: none"><li>a) Mayor's / Business Permit</li><li>b) PhilGEPS Registration Number/Certificate</li><li>c) Income /Business Tax Return</li><li>d) Omnibus sworn Statement (Annex C)</li></ol></li><li>4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.</li><li>5. The Supplier shall clearly state the company name and account name for payment.</li><li>6. The price quoted is inclusive of all taxes and other charges.</li><li>7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.</li></ol>				