



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

RFQ No.	RFQ-02-0101-2022-06-0178-0705-0087
Purchase Request No.:	02-0101-2022-06-0178

REQUEST FOR QUOTATION

Title of Procurement/End-user	: SUPPLY OF TOOLS, MATERIALS AND EQUIPMENT (STME) FOR THE REPAIR AND REPLACEMENT OF PARTS FOR TIMING BELT AND CLUTCH COMPONENT OF TOYOTA HILUX WITH PLATE NUMBER SAA 7915
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Lot
Delivery Terms/Schedule	: 15 Days upon 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, 3rd 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 not later than **11 July 2022, Monday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications		
Item No.	Description/ Specification:	Total ABC
1.	Work details: <ul style="list-style-type: none">Repair and replacement of the following parts:<ul style="list-style-type: none">1 pc. Timing belt1 pc. Crankshaft oil seal1 pc. Belt tensioner1 pc. Idler bearing1 pc. Pressure plate1 pc. Clutch disc1 pc. Release bearing1 pc. Pilot bearing4 ltr. Gear oil, 75W-901 pc. Air filter1 pc. Aircon filter1 set Wiper blades1 pc. Valve cover gasket4 pcs. Nozzle holder gasket4 pcs. Nozzle holder seal1 lot Engine decarbonization1 lot reface of flywheel1 lot Miscellaneous	75,000.00
2.	Terms and Conditions: <ul style="list-style-type: none">Completion and delivery period is within 15 days from receipt of Purchase Order (PO).Quotation shall be valid for sixty (60) days from submissionThe following documents shall be attached/included in the submission of	

	<p>proposal/quotation:</p> <ul style="list-style-type: none">a) Mayor's / Business Permitb) PhilGEPS Registration Number/Certificate• The price quoted is inclusive of all taxes and other charges.• Warranty of 6 months from poor workmanship and parts from factory defects.• 5% of the contract price will be retained as warranty for the execution of returned works for the period of 60 days• Payment is within 30 days upon receipt and acceptance of delivery thru LDDAP-ADDA.	
<p>General Conditions:</p> <ol style="list-style-type: none">1. Quotation shall be valid for sixty (60) days from submission2. 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. (If applicable)3. The following documents shall be attached/included in the submission of proposal/quotation:<ul style="list-style-type: none">a) Mayor's / Business Permitb) PhilGEPS Registration Number/Certificatec) Income /Business Tax Returnd) Omnibus sworn Statement (Annex C)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.5. The Supplier shall clearly state the company name and account name for payment.6. The price quoted is inclusive of all taxes and other charges.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.		