



Republic of the Philippines
Department Of National Defense
OFFICE OF CIVIL DEFENSE
REGION X
2F Egmedio Bldg., Corrales Avenue, Cagayan de Oro City

Date: 12-17-2018
PR Ref No: 2018-12-0013
Quotation No: _____

Company Name : _____
Address : _____
PhilGEPS Cert. # : _____

REQUEST FOR QUOTATION

The Office of Civil Defense (OCD) through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement through Negotiated Procurement** in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules of Regulations of Republic Act 9184.

The OCD hereinafter referred to as "the Purchaser", now requests submission of a price quotation for the subject below:

Name of Project	Repair of Ford Ranger (SJA 448) of OCD R10
Terms of payment	<u>Send bill policy as payment for services</u>
ABC (Approved Budget for the Contract)	Php 140,100.00
Fund Source	OCD Region X APB CY 2018

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein. **All bids higher than ABC shall automatically be disqualified.**

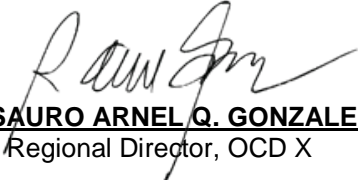
Prospective bidders shall accomplish and submit the duly signed "**Annex A (Technical Specifications) & Annex "B" Price Quotation Form (PQF)**" (under prescribed form) **non-submission shall automatically be disqualified** not later than **12:00 PM on 31 December 2018**, at the Office of Civil Defense – Regional Office X, 2F Egmedio Bldg., Corrales Avenue, Cagayan de Oro City. Submit your **sealed quotation (indicate the project name)** duly signed by your authorized representative. For any clarifications, you may contact the **OCD-X** at telephone no. **(088) 857-3988** or email address at **ocdr10procurement@gmail.com**. **Use of forms other than the attached OCD prescribed format is not acceptable.**

Interested supplier/service provider is required to submit the following documents:

1. Valid and current Mayor's Permit/Business Permit
2. PhilGEPS Registration Number (with valid and current annexes if applicable)
3. Latest Income and Business Tax Return
4. Omnibus Sworn Statement

Any alterations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative. The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for everyday of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damage reaches ten percent (10%) of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The OCD reserves the right to accept or reject any or all bids, waive any defect or informality therein, accept the bid and award the contract to the most advantageous offer, for and in behalf of the project.


DIR. ROSAUROL Q. GONZALES JR.
Regional Director, OCD X

ANNEX “A”
Technical Specifications

REPAIR OF TAMARAW FX OF OCD R10

Bidders must state either “**COMPLY**” or “**NOT COMPLY**” or **any equivalent term** in the column “Statement of Compliance” against each of the individual parameters of each “Specification”

ITEM No.	Agency Specification for Item & Services	Statement of Compliance
I.	<p>SCOPE OF WORKS</p> <p>A. Body Repair and Settings of:</p> <ul style="list-style-type: none"> • Front Hood • Front L & R Fender • Front Chassis • R/S Rear Fender • R/S Rear Door • R/S Rear Door Post • Hood, Bumper, Headlight & Turbo Intercooler Bracket • Canopy Fiberglass • Fender Flare Fiberglass • Fender Shroud Fiberglass • Fender Wheel Alignment • Installation & Setting of Parts : Headlight, Side Mirror, Turbo Intercooler <p>B. Bumper Assembly Fabrication</p> <p>C. Painting</p> <ul style="list-style-type: none"> • Wash over Painting 	
II.	<p>UNIT/ ITEM</p> <p>Provision of:</p> <ul style="list-style-type: none"> • 1 Assembly Side Mirror • 1 Assembly Canopy Glass 	
III.	<p>OTHER REQUIREMENTS</p> <p>A. Must accept SEND BILL Policy as payment for services</p>	

I hereby commit to comply with all the above requirements.

Company Name : _____
Address : _____

AUTHORIZED REPRESENTATIVE

Signature : _____
Complete Name : _____
Date : _____

ANNEX "B"

PRICE QUOTATION FORM

Regional Director
Office of Civil Defense – Region 10
2F Egmedio Bldg. Corrales Avenue, Cagayan de Oro City

Sir/ Madame:

After having carefully read and accepted the terms and conditions in the Request for Quotation hereunder are our financial proposal for all items identified below:

Item	Unit Cost	Total Cost
Repair of Ford Ranger (SJA 448) of OCD-X		
Item I		
A. Body Repair and Settings		
B. Bumper Assembly Fabrication		
C. Paintings		
Item II		
UNIT/ITEM		

TOTAL OFFERED QUOTATION Php _____

AMOUNT IN WORDS: _____

Note: The above quoted prices are VAT Inclusive

1. We undertake, if our quotation or bid is accepted, to deliver the above goods within seven (7) calendar days from receipt of Work Order (WO)/Purchase Order(PO).
2. We agree to abide by the quotation/bid for a period of sixty (60) days after the dated deadline of submission specified in your RFQ.
3. We understand that payment for items will be made to the winning supplier after the inspection and acceptance of good(s) delivered.
4. The above-quoted price is inclusive of all costs and applicable taxes.

Company Name : _____

Address : _____

Office Tel No. & Mobile No. : _____

Email Address : _____

AUTHORIZED REPRESENTATIVE

Signature : _____

Complete Name : _____

Date : _____