



REQUEST FOR QUOTATION

Repair of DBP Vehicle (Mitsubishi Montero Sport G A/T Model 2010 with Plate No. SKR-724)

Procuring Entity : DBP Head Office
Solicitation Number : P-CFMD-24-00524
Date of Posting/Canvass : 10/29/2024
Deadline of Submission : 11/04/2024 (10:00 AM)
Approved Budget for the Contract (ABC) : ₱50,015.00

Kindly refer to the attached Terms of Reference for details and other conditions.

Please be guided by the following:

1. All entries in the proposal/quotation must be typewritten.
2. Price quotation must be based on the Terms of Reference (TOR) / Scope of Work/Services (SOW) / Technical Specifications (TS), as applicable and must be duly signed by the vendor's representative.
3. Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
4. The open price quotation must include the documentary requirements (see below) and must be submitted through the email address below or to the Procurement Unit-PIMD, DBP Head Office, Sen. Gil Puyat Ave., cor. Makati Ave., Makati City.
5. No down-payment or advanced payment.
6. Price quotation with incomplete documentary requirement shall not be considered for evaluation.

Documentary Requirements:

- Signed Formal Quotation/Proposal (using Supplier's Letterhead);
- Proof of PhilGEPS Registration;
- Mayor's/Business permit for the current year;
- Omnibus Sworn Statement [with ten (10) statements] (For ABC's above P50K);
- Secretary's Certificate as applicable for Partnership and Corporation; and
- Signed DBP Request for Quotation Form and Conformed DBP Terms of Reference (with date, name and signature of Supplier's Authorized Representative per page)

For submission of proposal and any inquiry, you may contact the following personnel:

EDWARD M. RAZON / pimd-pu-capexteam@dbp.ph / 8818-9511 local 2603 / 0917-859-2388

Putting your name and signature below signifies that you have read and understood the Development Bank of the Philippines' Data Privacy Notice (via <https://www.dbp.ph/dbp-data-privacy-notice/>) and expressly consent to the processing of your personal and/or sensitive personal information in the manner and for the purpose provided in said Notice. You understand and accept that this will include access to personal data and records submitted, which may be regarded as personal and/or sensitive personal data as provided under the Data Privacy Act of 2012.

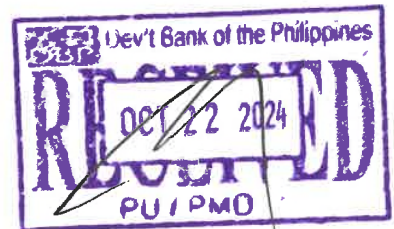
Name of Company/Supplier: _____

Authorized Signatory: _____

Signature over Printed Name

Date: _____

Development Bank of the Philippines
Construction and Facilities Management Department



TERMS OF REFERENCE

I. Repair of DBP Vehicle: Mitsubishi Montero Sport G A/T model 2010 with License Plate No. SKR-724, with Engine No. 4D56UCCD3246 and Chassis No. MMBGRKG40BF006174.

II. Approved Budget for the Repair: Php 50,015.00 Inclusive of VAT/other charges.

III. Scope of Services:

- **Repair air condition and power steering system, replace the following parts and materials/ consumables;**

- | | |
|----------------------------------|-----------------------------------|
| a. 1 pc. Cooling coil front | k. 1 pc. Rack end pinion assembly |
| b. 1 pc. Cooling coil rear | l. 2 Liters Power steering fluid |
| c. 1 pc. Expansion valve front | |
| d. 1 pc. Expansion valve rear | |
| e. 1 pc. Drier filter | |
| f. 1 pc. Cabin filter | |
| g. Assorted oring | |
| h. 141B (Flushing) | |
| i. Compressor oil | |
| j. Full charge freon dual R-134A | |

IV. Completion Period:

- Within Seven (7) calendar days after receipt of Notice to Proceed (NTP).

V. Conditions:

- The supplier/repair shop must be within Metro Manila
- All other defects found and needed parts/materials for purchase during repair shall be quoted by the supplier and shall be subject for approval as supplemental work to be covered by a separate Purchase Order (PO).
- The supplier/contractor shall ensure that the repair is in accordance with the specification required by DBP.
- The DBP may terminate/cancel the Purchase Order (PO) when the supplier fails to perform and comply with its obligation.

VI. Warranty:

- Three (3) months warranty on parts and labor.

VII. Payment:

- Payment shall be processed after completion of the repair and subject to complete documents for payment (e.g. Certificate of Completion, Billing Statement/Statement of Account, as applicable).
- For every day of delay, 1/10 of 1% (0.001) of the price of unperformed service shall be deducted from the payment, in case the supplier fails to perform the service on time. Once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of PO, the DBP may rescind or terminate the contract, without prejudice to the other courses of action and remedies open to it.

VIII. Documentary Requirements:

Interested Supplier/s must submit the following;

- a. Proposal/Quotation
- b. Proof of PhilGEPS Registration
- c. 2024 Mayor's/Business Permit
- d. Signed Request For Quotation.
- e. Omnibus Sworn Statement
- f. Secretary's Certificate (For supplier/s under Partnership or corporation)

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____



Prepared by:

SIGNED

JOEY Q. BANTANG
Administrative Services Officer-1

Recommended by:

SIGNED

MR. ROLAND A. LLORENTE
OIC-TST, GSU-CFMD

Approved by:

SIGNED

SM ALBERTO SANTIAGO A. BERMEJO
Concurrent Officer-In-Charge, CFMD-PFMG
per Sector Order No. 412 dated July 15, 2024

**Repair of DBP Vehicle: Mitsubishi Montero Sport G A/T model 2010 with License Plate
No. SKR-724, with Engine No. 4D56UCCD3246 and Chassis No. MMBGRKG40BF006174.**

Conformed by:

Company: _____

Signature over

Printed Name: _____

Date: _____