



Republic of the Philippines  
Province of Pampanga

**Bids and Awards Committee**

Provincial Capitol, City of San Fernando, (P) / (045) 435-5901

JUN 06 2024

RFQ No. **240569**  
P.R. No. / Date / End User / Purpose:  
**(24-3105(H6) 5/21/2024 MDH Preventive maintenance for the 100 KVA generator set)**

**REQUEST FOR QUOTATION**

Small Value Procurement

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than **4:00 p.m. JUN. 11 2024**

<p>APPROVED BUDGET FOR THE CONTRACT (ABC): <b>PhP 60,500.00</b></p>	<p><b>FRANCIS V. MASLOG</b> VICE-CHAIRPERSON <i>pm</i> Bids and Awards Committee</p>
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**TERMS AND CONDITIONS**

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number, and Income/BIR Tax Return (for ABCs above P500,000.00) upon submission of quotation. In lieu of the Mayor's Permit and PhilGEPS Registration Number, the PhilGEPS Certificate of Platinum Membership may be submitted. For new businesses, submit the BIR Certificate of Registration and latest quarterly return or percentage tax..
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	1	lot	<p><b>Preventive maintenance for the 100 KVA Generator set at MDH</b>            Engine: DCA-100ESI/DENYO            SN: 3881615            Inclusive of:            A. Engine oil - 18L            B. Coolant - 15L            C. Oil Filter - 1pc.            D. Fuel Filter - 1pc.            E. Air Filter - 1pc.            F. Inner air filter - 1pc.            G. Fan belt - 2pcs.            (See attached certification of terms of reference)</p>		

*pm*

	<u>Item Description</u>	<u>Unit Price</u>	<u>Total Price</u>
	<p>. Any material or work that deemed to be necessary to make the generator self functional is included in this package.</p> <p>. Must submit the duly accomplished Certificate of Compliance attached in the RFQ.</p> <p><b><u>TERMS OF REFERENCE:</u></b> 1. The procuring entity reserves the right to conduct product testing/inspection if necessary to determine the fitness of the item/s being offered by prospective supplier/s.</p> <p><b><u>AFTER SALES SERVICE:</u></b> 1. At least one (1) year warranty on parts and service. 2. Defective items and faulty workmanship discovered within seven (7) days from date of delivery must be replaced/rectified within 24 hours upon notification by the end-user.</p>		
	<p><b><u>MANPOWER REQUIREMENTS:</u></b> - At least one (1) Licensed Mechanical Engineer - At least one (1) TESDA Certified Technician</p> <p><b><u>SCHEDULE OF REQUIREMENTS:</u></b> -Delivery within ten (10) days upon receipt of P.O./NOA</p>		
<b>Total Lot Price</b>			
<p>Note: The winning supplier shall submit a duly signed and notarized Omnibus Sworn Statement prior to notice of award.</p>			

THE BIDS AWARDS COMMITTEE:

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

\_\_\_\_\_  
 Supplier's authorized representative signature over printed name  
 Designation: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 Email Address.: \_\_\_\_\_

\_\_\_\_\_  
 BAC CANVASSER

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**TERMS OF REFERENCE  
CERTIFICATE OF COMPLIANCE  
SERVICE CHART CHECKLIST**

\*Interested supplier/s must state either "comply" or "not comply" against each of the individual parameters of each specifications stating the corresponding performance parameter of the service/labour/workmanship to be provided.

ITEM	SCOPE OF WORK/SPECIFICATIONS	COMPLIANCE
	<b>COOLING SYSTEM</b>	
	Check and inspect, adjust, replace, clean, repair the following;	
1	Coolant	
2	Fan Belt	
3	Hoses	
4	Radiator Fins	
	<b>FUEL SYSTEM</b>	
1	Engine and Supply System	
2	Fuel Level	
3	Fuel Connections	
	<b>AIR INDUCTION AND EXHAUST SYSTEM</b>	
1	Air Filter Element	
2	Air Filter Indicators	
3	Air intake flow	
4	Exhaust system and brackets	
	<b>LUBRICATING SYSTEM</b>	
1	Oil between the add and full mark	
2	Crank case breather	
3	Engine Oil	
	<b>STARTING SYSTEM</b>	
1	Starter operation	
2	Battery fluid and battery terminals	
3	Battery connection	
4	Battery charger	
	<b>CONTROL PANEL</b>	
1	Wiring components	
2	Switches and breakers	
3	Engine protective device	
	<b>GENERAL</b>	
1	Loose connection and burnt wire	
2	Abnormal sound and generator vibrations	
3	Conduct safety shutdown	

I hereby certify to comply with the Terms of Reference/Certificate of Compliance/Service Chart Checklist of all the items indicated above.

\_\_\_\_\_  
Supplier's Authorized Representative Signature over Printed Name

Designation: \_\_\_\_\_