



REPUBLIC OF THE PHILIPPINES  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
*Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon*  
Malacañang, Manila

**BIDS AND AWARDS COMMITTEE – II**

Project: **Repair and Maintenance of PCOO Motor vehicle Toyota Hilux 4X4 with plate no. ABE-1210** Date: **May 10, 2021**

PR No.: **2021-03-0193** Quotation Number **2021-04-0081-C**

Approved Budget: for the Contract **SEVENTY-FIVE THOUSAND ONE HUNDRED SIXTY-SEVEN PESOS AND THIRTY CENTAVOS (P75,167.30)** Mode of Procurement: **SMALL VALUE**

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **14 MAY 2021** at **1:00 PM** through e-mail via [psu.pcoo@gmail.com](mailto:psu.pcoo@gmail.com).

**General Conditions:**

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall render the quotation unresponsive.
- Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
- Payment will be on a **SEND BILL ARRANGEMENT**; i.e. full payment will be made after the completion of the event or delivery of the service.
- Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
- Price validity shall be for a period of sixty (60) calendar days.
- Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES**.
- Suppliers shall submit the following updated documents together with this Request for Quotation Form or submission offer prior to the indicated deadline of submission:
  - ✓ Mayor's / Business Permit
  - ✓ PhilGEPS Registration Number
  - Income/Tax Return
  - ✓ Omnibus Sworn Statement
  - Professional License/Curriculum Vitae (*for Consulting Services*)
  - ✓ BIR Form 2303 (Certificate of Registration)

Company Name : \_\_\_\_\_

Address : \_\_\_\_\_

Email : \_\_\_\_\_

Representative : \_\_\_\_\_

TIN No : \_\_\_\_\_

Contact No. : \_\_\_\_\_

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	<b>Repair and Maintenance of PCOO Motor vehicle Toyota Hilux 4X4 with plate no. ABE-1210</b>				
	100,000 KM CHECK-UP (Perform Major Check-up)	9.9			
	TGDG (GL-5 85W-90)	2			
	GASKET	1			
	OIL FILTER 1000	1			
	BRAKE FLUID	2			
	DSL ENGINE FLUSH	1			
	EXPRESS SANITATION MISC 1	1			
	SILICON MOULD	1			
	BRAKE CLEANER	1			
	TSLC (2 Liters)	2			
	AUTO FLUID WS (4L)	1			
	TGFS SN/CF 5W-30 1L	7			
	TWWF W765	1			
	MISCELLANEOUS-L	1			
	MVP ELEMENT FLUID FIL	1			
	BATTERY CHECK/CHARGING CHECK	0.60			
	SMILE PROMO 2	1			
	SMILE- TIMING BELT, FRONT				
	CRANSHAFT AN	2.1			
	SK, SMILE501 IMV	1			
	AIRCON CLEANER	1			
	TOYOTA AIR CARE SERVICE	1			
	TOYOTA MISC. AIR CARE	1			
	FRIGI FRESH	1			
	TOYOTA AIR CARE SERVICE	1			
	TOYOTA GENUINE BACTAKLENZ				



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	REPLACE ROTOR DISC AND BRAKE PADS DISC, FR MVP BRAKE PAD	0.10 10 2 1			
	****Nothing follows**** TOTAL AMOUNT				P_____

After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Date