



REQUEST FOR QUOTATION

RFQ No.: 2025-02-001
 Date : _____

Name of Company/Shop/Store : _____
 Name of Authorized Representative : _____
 Contact Number : _____

1. The BuCor-Davao Prison and Penal Farm (DPPF) through its Bids and Awards Committee (BAC) invites interested bidders to submit a quotation/proposal with the Approved Budget for the Contract (ABC) in the amount of **PHILIPPINE PESO FIVE HUNDRED NINETY-SIX THOUSAND SEVEN HUNDRED FIFTY ONLY (PHP 596,750.00)** inclusive of applicable tax for the procurement of the item below:

PR Number	Item Description
2025-01-0013	SUPPLY AND DELIVERY OF VARIOUS SPARE PARTS/MATERIALS INTENDED FOR PREVENTIVE MAINTENANCE OF GOVERNMENT VEHICLES

2. Procurement shall be conducted through **Small Value Procurement** under Section 53.9 - Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act".
3. The quotation must be duly signed by the bidder and must be submitted at the **BAC Office, Administrative Building, Davao Prison and Penal Farm, B.E Dujali, Davao del Norte** or by email at dppfbac@bucor.gov.ph. **The quotations shall be received not later than February 11, 2025 @ 9:45 AM.**
4. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally, and financially capable to undertake the proposed project:
- Valid and current Mayor's/Business Permit;
 - PhilGEPS Registration Number to be indicated in RFQ Form;
 - Duly Notarized Omnibus Sworn Statement (for ABC above 50,000.00)
 - Valid and Current Income Business Tax Return (for ABC above 500,000.00)
5. DPPF reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. DPPF further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
6. For any clarification, you may contact *Ms Julie Joy B Divinagracia, Head, BAC Secretariat* at telephone no. **0917-102-9495** or email at dppfbac@bucor.gov.ph.


CSUPT DIVINA S CAMIÑA
 BAC Chairperson

TERMS AND CONDITIONS

- Bidders shall provide the **correct and accurate information** required in this form.
- Payment Term: _____
- Price proposal must be valid for the period of **thirty (30) calendar days** from the date of submission.
- Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
- Proposals exceeding the ABC per lot shall be automatically rejected.
- The **award of the contract** shall be made to the lowest calculated and responsive proposal per lot, which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the bidder or any of his/her duly authorized representative/s.
- Liquidated damages equivalent to one-tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. DPPF shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open.





**BUREAU OF CORRECTIONS
 DAVAO PRISON AND PENAL FARM**
 Braulio E. Dujali, Davao del Norte, 8106



RFQ FORM

Date: _____

The Bids and Awards Committee
DAVAO PRISON AND PENAL FARM
 Braulio E. Dujali, Davao del Norte, 8106

Sir/Madam:

After having carefully read and accepted the project requirements, I/we submit our proposal for the item as follows:

ITEM NO.	UNIT	ITEM/S DESCRIPTION	QTY	State of Compliance		Bidder's Offer		
				YES	NO	Brand Name, Model, and Other Remarks	Unit Price	Total Amount
1.	PCS	OIL FILTER (VIC 111)	22					
2.	PCS	OIL FILTER (C-306)	4					
3.	PCS	OIL FILTER (ELEMENT 2631-62002)	4					
4.	PCS	OIL FILTER (5876101170)	2					
5.	PCS	FUEL FILTER (FC 197)	12					
6.	PCS	FUEL FILTER (F 193)	4					
7.	PCS	FUEL FILTER (FC 321) FOR TOYOTA HI ACE 2022	4					
8.	PCS	FUEL FILTER (FC 321) FOR TOYOTA HILUX 2013	4					
9.	PCS	FUEL FILTER (FILTER ASSY FUEL ELEMENT 31945-52161)	3					
10.	PCS	FUEL FILTER ISUZU HIGH EFFICIENCY	2					
11.	PCS	TIRE (205/75 R 17.5) 8-10 PLY	7					
12.	PCS	TIRE (205/65 R 16) 6-8 PLY	5					
13.	PCS	TIRE (7.50 16T) 16 PLY	7					
14.	PCS	TIRE (185 R 14C) 6-8 PLY	5					
15.	PCS	TIRE (195/70 R15C) 6-8 PLY	10					
16.	SET	TOYOTA HI ACE 2022 BRAKE PADS	3					
17.	SET	TOYOTA HILUX 2013 BRAKE PADS	3					
18.	SET	TOYOTA HILUX 2018 BRAKE PADS	3					
19.	SET	TOYOTA INNOVA 2020 BRAKE PADS	3					
20.	SET	MITSUBISHI ADVENTURE 2008 BRAKE PADS	3					
21.	SET	TOYOTA HI ACE 2022 BRAKE SHOE	2					
22.	SET	TOYOTA HILUX 2013 BRAKE SHOE	2					
23.	SET	TOYOTA HILUX 2018 BRAKE SHOE	2					
24.	SET	TOYOTA INNOVA 2022 BRAKE SHOE	2					
25.	SET	MITSUBISHI ADVENTURE 2008 BRAKE SHOE	2					
26.	SET	ISUZU FIRE TRUCK 2021 BRAKE SHOE	1					
27.	SET	HYUNDAI MINI BUS 2020 BRAKE SHOE	2					
28.	PCS	TOYOTA HILUX 2013 CABIN FILTER	3					
29.	PCS	TOYOTA HILUX 2018 CABIN FILTER	3					
30.	PCS	TOYOTA INNOVA 2020 CABIN FILTER	3					
31.	PCS	MITSUBISHI ADVENTURE 2008 CABIN FILTER	3					
32.	PCS	ISUZU FIRE TRUCK 2021 CABIN FILTER	3					
33.	PCS	HYUNDAI MINI BUS 2022 CABIN FILTER	3					
34.	PCS	TOYOTA HI ACE 2022 AIR FILTER	2					
35.	PCS	TOYOTA HILUX 2013 AIR FILTER	2					
36.	PCS	TOYOTA HILUX 2018 AIR FILTER	2					
37.	PCS	TOYOTA INNOVA 2020 AIR FILTER	2					





**BUREAU OF CORRECTIONS
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38	PCS	MITSUBISHI ADVENTURE 2008 AIR FILTER	2					
39	PCS	ISUZU FIRE TRUCK 2021 AIR FILTER	2					
40	PCS	HYUNDAI MINI BUS 2020 AIR FILTER	2					
		Terms and Conditions: 1. Bidders must have physical store/shop located within 100km radius from Procuring Entity. 2. Bidders must present Single Completed projects similar to the Supply and Delivery of various spare parts/materials for vehicle. 3. Delivery of Materials must be completed within fifteen (15) days upon issuance of approved Purchase Order. 4. All items/brands to be delivered must be in the Philippine market for not less than 20 years with refutable track record. 5. Expiration of the materials/items must be at least two (2) years from the date of delivery.						

Total Offered: _____

Approved Budget of the Contract (ABC): PHILIPPINE PESO FIVE HUNDRED NINETY-SIX THOUSAND SEVEN HUNDRED FIFTY ONLY (PHP 596,750.00)	Contract Period: <p align="center">15 DAYS</p>
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Signature over Printed Name : _____

(Total) Amount offered in Words and Figures: _____

The above-quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

Signature : _____
 Printed Name¹ : _____

Date : _____
 Company Name : _____
 Contact Number and Email Address: _____
 PHILGEPS Registration Number : _____
 TIN : _____

¹ Authorized Representative must submit a Secretary's Certificate for Corporation or Special Power of Attorney for Sole Proprietorship or Partnership stating s/he is authorized to sign, execute, deliver, all documents and amendments thereto, including but not limited to forms, statements, undertakings, declarations, and estimates necessary or relating to the Company's participation in the Project. Moreover, receive any and all notices, communication and information pertaining to the Project; and execute and perform any and all acts necessary or appropriate to submit the bid and participate in the Project, and to sign and execute the ensuing contract for the Project. Likewise, to discourage middleman, the authorized representative has to show proof of employment to the company s/he is representing for at least three (3) years.

