

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
#40 North Drive, Baguio City
KALAHI-CIDSS NATIONAL COMMUNITY DRIVEN DEVELOPMENT PROJECT

REQUEST FOR QUOTATION OF GOODS/SERVICES

RFQ No. 2021-11-1049

Date: **November 16, 2021**

Company Name:
Address:
Contact Person:
Contact Number:

Sir/Madam :

1. The National Community Driven Development Project (NCDDP) hereby requests you to submit price quotations for the following items in Annex A:
To assist you in the preparation of your price quotation, we enclose the necessary technical specifications and required quantities.
2. You may quote for any or more items under this request. Each item shall be evaluated and contract awarded separately to the supplier(s)/service provider(s) offering the lowest evaluated price on per:
 Item Basis Total Quoted Lot Basis
3. Your quotation in duplicate and in the English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information in English for each item quoted, including names and addresses of supplier(s)/ service provider(s) providing after sales service facilities in the Philippines.
4. The deadline for receipt of your quotation(s) by the KC-NCDDP at the address indicated in Paragraph 6 is on: **November 19, 2021 6:00PM**

Telephone : (074) 661-0430 Local 25025
E-mail Address : cddp.car@gmail.com / kdkpugoy@dswd.gov.ph


5. Your quotation(s) should be submitted as per the following instruction and in accordance with the Terms and Conditions including the following:
 - a. **Prices:** The prices should be quoted for supply/services and delivery to **Baguio City**
 - b. **Evaluation of Quotations:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Purchaser will adjust any arithmetical errors as follows:
 - i. Where there is a discrepancy between the amounts in figures and in words, the amount in **words** will govern;
 - ii. Where there is a discrepancy between the unit rates and the line item total resulting from multiplying the unit rate by the quantity, the **unit rate as quoted** will govern;
 - iii. If a Supplier refuses to accept the correction, his quotation will be rejected.
In addition to the quoted price, the evaluated price shall include Value Added Tax and other necessary taxes as specified herein.
 - iv. **Award of Purchase Order (PO):** The award will be made to the bidder offering the lowest evaluated price that meets the technical and financial requirements.
 - v. **Validity of the Offer:** Your quotation(s) should be valid for a period of up to forty five (45) days from the deadline for receipt of quotation(s) indicated in paragraph 4 of this Request for Quotation.
 - vi. If the **supplier(s)/ service provider(s)** withdraw the quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then the supplier(s)/ service provider(s) will be excluded from the list of NCDDP suppliers for the project for two years.
 - vii. If the **supplier(s)/service provider(s)** does not start the delivery or perform the services under the contract/PO without valid reason acceptable to the procuring entity (DSWD), the contract may be terminated through a notice to be issued by the head of the procuring entity (HOPE); the procuring entity shall proceed to negotiated with the succeeding responsive supplier(s); otherwise re- canvass.
 - viii. **Liquidated damages/penalty:** in case of failure to make the full delivery within the time specified in the delivery terms, a penalty of one percent (1%) of the undelivered cost for everyday of delay shall be imposed.

6. Further information may be obtained from:

KC-NCDDP's Address: **DSWD-CAR #40 NORTH DRIVE, BAGUIO CITY**
Telephone: **(074) 661-0430 Local 25025**
E-mail Address: **cddp.car@gmail.com / kdkpugoy@dswd.gov.ph**

7. Please confirm by e-mail the receipt of this request and whether or not you will submit the price quotation(s)

Sincerely,



VICTOR U. BOMOWEY
Head, Procurement Section

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 # 40 North Drive, Baguio City

Annex A : RFQ

RFQ No. 2021-11-1049

Date: November 16, 2021

Company Name : _____
 Company Address : _____
 Contact Person : _____
 Contact No. : _____

Item no.	Qty.	Unit	Purchaser's Specifications	Brand/Model Offered	Unit Cost	Total Cost
Purchase of Vehicle for KC RPMO Operations						
1	1	unit	<p>PICK-UP TRUCK SPECIFICATIONS:</p> <p>Any self-propelled, four wheeled, air-conditioned compact truck with a low sided open cargo hauler, and a passenger cab with four (4) side doors with an engine displacement not exceeding 3000cc for diesel.</p> <ol style="list-style-type: none"> 1. Vehicle Gross Weight - at least 2,700 kg 2. Overall length/width/height - at least 5,200mm x 1,700mm x 1,700mm 3. Wheelbase (m) - at least 2,800mm 4. Seating Capacity / Seat Configuration <ul style="list-style-type: none"> Seating Capacity - at least 5 passengers including driver Seat Cover - Leatherette 5. Diesel Engine <ul style="list-style-type: none"> Type - 4 Cylinder, in-line, 16 valve, Double Overhead Camshaft (DOHC) Displacement - at least 2400cc but not to exceeding 3000cc 6. Emmission Rating - must be Euro IV Compliant 7. Transmission - 4 Wheel Drive, Manual 8. Steering - Power-assisted, Left-hand Drive 9. Suspension - Manufacturer's Specifications 10. Brakes (Front/Rear) - Manufacturer's Specifications 11. Tires and Rim - Manufacturer's Specifications, Must be alloy wheels 12. Canopy (Rear Cab) - Must be equipped with Hardtop Canopy 13. Audio System - with at least 7" Captive Touchscreen, MP3/Tuner/USB Port/AUX, Bluetooth Connectivity 14. Digital TV Box - Must equipped with Digital TV Box 15. Windows - Power Windows with Central Locking System 16. Finish - Standard Factory Finish, Color Preference is BLACK 17. Incidental Services - Three years inclusive service warranty <ul style="list-style-type: none"> One (1) Year Third-Party Liability (TPL) GSIS Insurance Coverage One (1) Year Comprehensive GSIS Car Insurance Coverage LTO Registration 18. Additional Provisions - Vehicle Manual <ul style="list-style-type: none"> One (1) Kit of standard tools, early warning device (EWD) and Wheel Equipment 19. Stickers - 2x DSWD Logo (42" x1.5") (Color of stickers will be coordinated once the color of the winning vehicle is identified) <ul style="list-style-type: none"> Left and Right Door: phrase: " For Official Use Only" (font size: 100, Arial bold) 20. Preventive Maintenance (PMS) - Free 100km and 5000km run PMS Inclusive of consumables 21. Camera - Equipped with front and rear camera (Vehicle DVR with 32GB Storage) 23. Manufacturer and its Service Centers should be at least 40 years in the industry 			
			Note: The typology, classification and specifications of motor vehicle indicated above is in accordance with the guidelines prescribed under Budget Circular (BC) No. 2017-1 dated April 26, 2017.			
					TOTAL	

OTHER REQUIREMENTS	COMPLIANCE: <i>(Please check whether can comply or not, no check mark will mean non-compliance)</i>		REMARKS <i>(if applicable)</i>
	COMPLY <i>(Please Check)</i>	CANNOT COMPLY <i>(Please check)</i>	
a. Delivery period is within 10 working days upon receipt of Purchase Order	[]	[]	
b. Provision of complete manufacturer's standard tools to include tire wrench, early warning device and jack. Also to provide seat cover, matting and medium tint	[]	[]	
c. Offered vehicle should have readily available spare parts within Baguio City and La Trinidad, Benguet	[]	[]	
d. Availability of authorized service center within Baguio City and La Trinidad, Benguet	[]	[]	
e. Provision of three (3) years LTO government plate registration and Third Party Liability (TPL) Insurance to be registered under the name of DSWD Field Office CAR	[]	[]	
f. Provision of one (1) year Comprehensive Insurance	[]	[]	
g. Warranty: Three (3) years or utilization of 100,000 km mileage, whichever comes first	[]	[]	
h. Year model of the offered vehicle must be the manufacturer's latest model	[]	[]	
** PLS. AVOID ERASURES/IF UNAVOIDABLE, PLS. AFFIX YOUR INITIAL ON ALL ERASURES			

PURPOSE : Purchase of Vehicle for KC RPMO Operations

PR/PP No 2021-11-615

Important: The winning bidder MUST SIGN in the original copy of Purchase Order (P.O.) within three (3) days from the date of receipt. FAILURE to sign the original P.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.

NOTE : Procurement procedure in accordance with KC NCDDP Program Procurement Guidelines

NO GIFT ALLOWED. Pursuant to RA 6713, otherwise known as the Code of Conduct Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.



 Kenneth Duane K. Pugoy
 PMO II

 Name and Signature of Canvasser

 Signature over printed name
 SUPPLIER