

# REQUEST FOR QUOTATION

## (SMALL VALUE PROCUREMENT)

Company : P HILIPPINE PORTS AUTHORITY  
PMO-Palawan

Goods : Repair and Maintenance of One (1) unit Service Vehicle

### REQUIREMENTS:

1. Repair and replacement of defective spare parts (scope of work attached as Annex A);
2. Quotations should not exceed Php 95,000.00, the Approved Budget for the Contract (ABC). Amount stated in the Proposed Quotation should be inclusive of applicable government taxes;
3. Unless otherwise the Supplier has a registry file at PPA, all quotations must be accompanied with the following documents : PhilGEPS Registration, DTI or SEC Registration, Latest Mayor's Permit and BIR Certificate of Registration;
4. PPA reserves the right to reject any or all quotations at any time prior to award of Service Contract, and accept quotations as may be considered advantageous to the government;
5. PPA, as a government office, can settle its obligation via send-bill option only, to be processed within 15 days after the date of event;
6. Quotations may be hand-carried to the Admin. Division Office, 2<sup>nd</sup> Floor, PPA PMO-Palawan Admin. Building, Port Area, Puerto Princesa City or emailed to [pmopalawanbac@gmail.com](mailto:pmopalawanbac@gmail.com). Deadline for submission is on December 2, 2019 8:00AM to 5:00 PM;
7. For further information, you may contact Ms. Mariza O. Nallana, BAC-PGS Head, Secretariat at Telefax (048) 434-4881 or (048) 433-0356.

**ERWIN S. GATPANDAN** (SGD)

Chairperson

Bids and Awards Committee for the Procurement of Goods & Consultancy Services  
and Engineering Projects

PPA, PMO-Palawan

## PRICE QUOTATION FORM

Date : 29 November 2019

**MR. ERWIN S. GATPANDAN**

Chairperson, Bids and Awards Committee  
For the Procurement of Goods (BAC-PG)  
PPA, PMO- Palawan  
Port Area, Puerto Princesa City

Dear Mr. Gatpandan,

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ) for the project entitled "Repair and Maintenance of One (1) unit Service Vehicle" posted by your office, we hereby submit our proposal corresponding to your requirements.

Item Description	Quoted Amount (in Pesos)
Repair and Maintenance of One (1) Unit Service Vehicle (Hyundai Starex)  SCOPE OF WORKS:  1. Repair and replacement of defective spare parts. 2. Job order includes labor and materials.	

The above quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name/Position/Signature of Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
Contact Number / Email Address

## TECHNICAL PROPOSAL FORM

Company/Trader's Name: \_\_\_\_\_

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

Item	Quantity	Unit	Item and Description	Unit Cost
1	1	Job	Replace Gear & Linakage Assy P/S	
2	1	Job	Replace Bush Stabilizer Bar	
3	1	Job	Replace Link Assy Fr Stabilizer	
4	1	Job	Replace Bush FR Lwr Arm	
5	1	Set	Gear & linkage assy P/S	
6	2	Set	Bush stabilizer bar	
7	1	Set	Link assy fr stabilizer Rh	
8	1	Set	Link assy Fr stabilizer Lh	
9	2	Set	Bush Fr Lwr Arm A	
10	2	Set	Bush FR Lwr Arm G	

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Date