



Republic of the Philippines
Department of Finance
Bureau of Customs
1099 Manila

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a second Small Value Procurement for **Repair and Maintenance of Toyota Altis** in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are as follows:

Name of Project : **Repair and Maintenance of Toyota Altis**
Location : OCOM, Gate 3, South Harbor, Port Area, Manila
Approved Budget for the Contract: Forty Thousand Pesos (Php 40,000.00)
, inclusive of tax

Specifications:

QTY	UNIT	DESCRIPTION
1	Lot	TOYOTA ALTIS <ul style="list-style-type: none">• Tune up, Change Engine Oil and Oil Filter• Clean and Adjust Break• Tighten Body Bolts• Lubricate all run channels• Engine Flushing• Engine Wash• Engine Decarbonizing• Brake Cleaner• Break Paste• Replacement parts:<ul style="list-style-type: none">▪ Fully Synthetic Oil▪ Oil Filter▪ Drain Plug Gasket▪ Brake Pads
1	Lot	TOYOTA ALTIS <ul style="list-style-type: none">• Reface Rotor Disc• Replace Brake pads FRT• Replace Brake Pads Rear• Brake Paste• Brake Cleaner• Others: <ul style="list-style-type: none">• Labor Inspection and repair other parts of the vehicles

Delivery Term: Five (5) calendar days from signing of PO

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI/SEC Registration, PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before March 24, 2017, 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

The BOC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact us at Telefax no. 527-9757 or email us at bacsecretariat@customs.gov.ph.

Very truly yours,



JOSEPH G. ESCASIO

Officer-in-Charge, Administration Office
Internal Administration Group



Annex "A"

PRICE QUOTATION FORM

Date

The Bids and Awards Committee
Bureau of Customs
Port Area, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items as follows:

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	Lot	TOYOTA ALTIS <ul style="list-style-type: none">• Tune up, Change Engine Oil and Oil Filter• Clean and Adjust Break• Tighten Body Bolts• Lubricate all run channels• Engine Flushing• Engine Wash• Engine Decarbonizing• Brake Cleaner• Break Paste• Replacement parts:<ul style="list-style-type: none">▪ Fully Synthetic Oil▪ Oil Filter▪ Drain Plug Gasket▪ Brake Pads		
1	Lot	TOYOTA ALTIS <ul style="list-style-type: none">• Reface Rotor Disc• Replace Brake pads FRT• Replace Brake Pads Rear• Brake Paste• Brake Cleaner Others: <ul style="list-style-type: none">• Labor Inspection and repair other parts of the vehicles		

Warranty: _____ months from the date of delivery

Total amount in words:

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

Very truly yours,

Name/ Signature of Representative

Name of Company

Mayor's Permit No. _____

PhilGEPS Registration No. _____

(Please submit the photocopies of the above documents upon submission of quotation)