



Republic of the Philippines  
**OFFICE OF THE PRESIDENT**

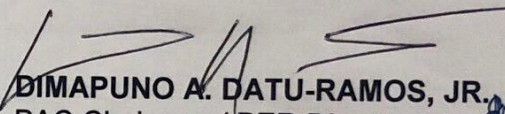
**NATIONAL COMMISSION ON MUSLIM FILIPINOS**  
**BIDS AND AWARDS COMMITTEE**

**Request for Quotation**

PROCUREMENT:	<b>PREVENTIVE MAINTENANCE SCHEDULE OF 2018 HIACE COMMUTER</b>	
RFQ No. 2018-079	Date: September 3, 2018	Mode of Procurement: NP-SVP
Location: Metro Manila	Deadline: September 7, 2018	End-User: NCMF- GSD

**Sir/Madam:**

Please quote your lowest price on the item/s listed below, subject to the following General conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than the deadline by email ([ncmf.bac2016@gmail.com](mailto:ncmf.bac2016@gmail.com)), fax (02-9524875), or personal delivery.

  
**DIMAPUNO A. DATU-RAMOS, JR.**  
BAC Chairman / BER Director IV

Terms and Conditions:

- Suppliers are required to submit their **PhilGEPS Platinum Registration (2-3 pages)**. **PhilGEPS Red Members must also submit copy of their Mayor's/Business Permit and Tax Clearance Certificate.**
- All entries must be typewritten/printed eligibly and without alterations. If there is any alteration same shall be initialed by authorized personnel. Failure to use this form will result to disqualification of your bid.
- Delivery period within FIVE (5) days from receipt of the Purchase Order/Contract.
- Late submission of quotation shall not be accepted.
- Price validity shall be for a period of thirty (30) calendar days.
- Award of Contract shall be made to lowest quotation, and complies with the specifications and other terms and conditions stated in the RFQ.
- The NCMF reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.
- The terms of payment shall be made through check payable to the supplier.
- All quotations shall be inclusive of VAT.
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	<b>SPECIFICATIONS</b>	<b>QUOTATION</b>
1.	<b>RFQ FOR: PREVENTIVE MAINTENANCE SCHEDULE (2018 HIACE COMMUTER 3.0I DSL M/T)</b>	
2.	Approved Budget for the Contract: <b>P23,000.00</b>	
3.	Specifications: <b>Change engine oil and filter</b> <b>Gasket</b> <b>Brake cleaner</b> <b>Engine tune up complete</b> <b>Antibac</b>	

	<b>Engine protection</b> <b>BG brake service</b> <b>FST fuel system</b> <b>Grease</b> <b>Engine detailing</b> <b>Miscellaneous rags, gloves, sand paper, env. fee</b> <b>Labor</b>	
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After having carefully read and accepted your General Conditions. I/We quote you on the item at prices noted above.

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

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

PhilGEPS No.: \_\_\_\_\_

Mayor's/Business Permit No.: \_\_\_\_\_

Tax Registration No.: \_\_\_\_\_

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

Date Accomplished: \_\_\_\_\_