



**REQUEST FOR QUOTATION**

NAME, ADDRESS & TEL/FAX NO. OF SUPPLIER

PLEASE QUOTE YOUR LOWEST PRICE, NET OF ANY POSSIBLE DISCOUNT:

WITH PRODUCT BROCHURE

DEADLINE FOR SUBMISSION(DATE/TIME)

June 23, 2017

CANVASS OPENING DATE/TIME

June 20, 2017 8:00 AM

DELIVERY REQUIREMENT WITHIN **7 CD**

CALENDAR DAYS FROM RECEIPT OF APPROVED NOTICE TO PROCEED

REF. P.R. NO.: **2017-06-104**

APPROVED BUDGET: P **23,560.00**

PURPOSE : fuel, oil and lubricant for Engineering and Construction Division Service Vehicles for 3rd Quarter

QUOTED BY:

PRINT AND SIGN NAME/POSITION

ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	For Elf Truck (SJT 929)				
	Diesel	510	li		
	Engine Oil	8	li		
	Coolant	2	li		
	For Suzuki Multicab (SJK 484)				
	Engine Oil	4	li		
	Coolant	1	li		
	For Office Equipment				
	Diesel	120	li		

**POSTED**  
 PHILGEPS REF No. \_\_\_\_\_  
 BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**TERMS AND CONDITIONS:**

- 1) AS A GOVERNMENT AGENCY, TCWD SHALL DEAL ONLY WITH LEGITIMATE SUPPLIERS/ CONTRACTOR WHICH ISSUE BIR REGISTERED O.R.s;
- 2) QUOTED PRICES MUST BE INCLUSIVE OF 5% TAX FOR MATERIALS & SUPPLIES 6% FOR LABOR AND 1% EXPANDED WITHHOLDING TAX;
- 3) ALL QUOTATIONS SHALL BE FIRM AND VALID FOR A PERIOD OF AT LEAST THIRTY (30) DAYS FROM THE DATE OF RECEIPT OF QUOTATION & SHALL BE BINDING UPON THE SUPPLIER WITHIN THE PERIOD;
- 4) TCWD RESERVES THE RIGHT TO POST-QUALIFY ANY SUPPLIER AND/OR TO REJECT ANY OR SUBMITTED QUOTATIONS;
- 5) P.O./CONTRACT SHALL BE AWARDED TO THE LOWEST EVALUATED RESPONSIVE BID, DELIVERED ITEMS ARE SUBJECT TO INSPECTION. WITH PAYMENT PROCESSING TO COMMENCE ONLY AFTER ACCEPTANCE BY THE PROPERTY CONTROL DIVISION; AND
- 6) TERMS OF PAYMENT WITHIN 30 DAYS FROM DATE OF ACCEPTANCE.

**REQUESTED BY:**

*Jenn Glaiza C. Gallego*  
**JENN GLAIZA C. GALLEGO**  
 Indus. Rel. Mgmt. Officer B.

**RECOMMENDING APPROVAL:**

*Arlene V. Mercader*  
**ARLENE V. MERCADER**  
 Division Manager, Administrative

**APPROVED BY:**

*Francisco R. Abellana*  
**FRANCISCO R. ABELLANA**  
 General Manager