



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
 Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506

Document Code		
<b>FM-QP-DILG-AS-RO-10-07</b>		
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<b>MODE OF PROCUREMENT:</b>	<b>NP-53.9 - Small Value Procurement</b>	RFQ No. :	<b>SVF2022-02-014</b>
Name of Procuring Entity:	DILG REGION XII	Date:	<b>16 February 2022</b>
Office/End User:	<b>FAD-GSS</b>		
Company Name (TO BE FILLED OUT BY SUPPLIER):			
Address (TO BE FILLED OUT BY SUPPLIER)			
<b>*PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)</b>			

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

**TERMS AND CONDITIONS:**

- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any or all items.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.

**APPROVED BUDGET FOR THE CONTRACT (ABC):**


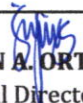
**PHP 202,500.00**

**LAILYN A. ORTIZ, CESO V**  
 Assistant Regional Director/RBAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT PRICE	OFFERED PRICE	COMPLIANCE WITH TECHNICAL SPECIFICATIONS (PLEASE CHECK)		REMARKS
					YES	NO	
	<b>PROCUREMENT OF CHANGE OIL AND DISINFECTION/SANITATION FOR DILG RO XII NINE (9) MOTOR VEHICLES SCHEDULED EVERY FOUR MONTHS FOR CY 2022</b>				[ ]	[ ]	
<b>I.</b>	<b>RATIONALE</b>						
	The Department of the Interior and Local Government (DILG) Regional Office XII intends to procure Engine Oil, other materials and labor intended for change oil and disinfection/sanitation of the DILG Regional Office XII nine (9) units pooled vehicles scheduled every four months for CY 2022.  In connection therein, the DILG RO XII-FAD-GSS has Nine (9) service vehicles specifically: six (6) Toyota Innova, one (1) Toyota Grandia and two (2) Toyota Hilux using diesel fuels.						
<b>II.</b>	<b>Product Specifications:</b>						
1	Engine oil, 8 liters, API CF Fully synthetic Diesel, 5W-40	27	package		[ ]	[ ]	
2	Oil filter	27	piece		[ ]	[ ]	
10	Labor for 27 units motor vehicles scheduled every four months	27	job		[ ]	[ ]	
<b>III.</b>	<b>FUNDING FOR THE PROJECT</b>						
	The cost for the procurement of change oil for DILG RO XII Nine(9) motor vehicles scheduled every four months for CY 2022 is 202,500, inclusive of 12% VAT.						
<b>IV.</b>	<b>PAYMENT SCHEME</b>						
	Payment will be done on a monthly basis upon submission of the Statement of Account/Billing Statement and Charge Invoice. In case price increase and/or rollback, payment shall be based on the prevailing retail market price at the time of withdrawal.						
	<b>OFFERED RATE PROPOSAL:</b>			<b>Php _____</b>			

\*\*\*\*\* NOTHING FOLLOWS \*\*\*\*\*



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			Rev. No. 00	Eff. Date 06.15.21
<b>MODE OF PROCUREMENT:</b> NP-53.9 - Small Value Procurement		RFQ No. : <b>SVP 2022-02 - 014</b>		
Name of Procuring Entity: DILG REGION XII		Date: <b>16 February 2022</b>		
Office/End User: <b>FAD-GSS</b>				
Company Name (TO BE FILLED OUT BY SUPPLIER):				
Address (TO BE FILLED OUT BY SUPPLIER)				
<b>*PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)</b>				
Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:				
<b>TERMS AND CONDITIONS:</b>				
1. Bidders shall provide correct and accurate information required in this form.		6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).		
2. Bidders may quote for any or all items.		7. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.		
3. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.		8. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.		
4. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.		9. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.		
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.				
<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b>  <b>PHP 202,500.00</b>		 <b>LAILYN A. ORTIZ, CESO V</b> Assistant Regional Director/RBAC Chairperson		
<b>Note:</b>				
<b>*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements:</b>				
Annual Income Tax Return (ITR) FY. 2020 (for those who do not have Business Permit for FY 2021 yet)				
Certificate of Business Name Registration from DTI (Updated)				
Tax Clearance Certificate from BIR (Updated)				
Business/ Payor's Permit (Updated)				
Accomplished and Notarized Omnibus Sworn Statement				
Certificate of PhilGEPS Registration				
<b>IMPORTANT:</b> Please submit your quotation/s in SEALED ENVELOPE/S on or before <b>February 23, 2022</b> at exactly <b>10:00AM</b> at the DILG Regional Office 12, Regional Center, Brgy. Carpenter Hill, Koronadal City				
Warranty		Price Validity		
<b>After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.</b>				
_____ Printed Name/Signature/Date				
_____ Tel. No./Cellphone No.				