



Republic of the Philippines
Office of the President

PHILIPPINE SPORTS COMMISSION



REQUEST FOR QUOTATION

Date: February 7, 2025
P.R. No. ADMIN-2025-01-21-002

Name of Company: _____

Address: _____

Name of Store/ Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number: _____

The **Philippine Sports Commission**, through its Bids and Awards Committee, intends to procure the **Supply and Delivery of Preventive Maintenance Materials for PSC Vehicles in RMSC** accordance with **Section 53.9 Small Value Procurement** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative **not later than February 10, 2025 at 5:00 PM.** A copy of the following documents is required to be submitted, directly to the Bids and Awards Committee Office located at Room 207, Administration Building, RMSC, P. Ocampo Sr. St., Malate Manila:

- A. PHILGEPS Registration or PHILGEPS Certificate
- B. Omnibus Sworn Statement (notarized)
- C. 2025 Mayor's/Business Permit

Quotations must be properly labeled with reference number on the project offered. In case the deadline falls on a non-working day, legal holiday, or special non-working holiday the deadline shall be on the next working day.

For any clarification, you may contact us at Telephone No. 8 523-9831 loc.143 or email address pscprocurement@yahoo.com, procurement@psc.gov.ph and copy bac@psc.gov.ph


DIR. PAULO FRANCISCO C. TATAD
BAC Chairperson
Bids and Awards Committee

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately
- (2) Do not alter the contents of this form in any way.
- (3) All Technical Specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

TECHNICAL SPECIFICATIONS:	Statement of Compliance		
	YES	NO	REMARKS
PROJECT NAME:			
Supply and Delivery of Preventive Maintenance Materials for PSC Vehicles in RMSC			
Item 1			
Oil Engine, Synthetic, Diesel (Branded) – 20 pail 20 ltr/pail 15W40, Viscosity and Performance grade, API CI-4SL			
Item 2			
Coolant (Branded) – 15 gal 4liter, High Quality Ethelene Glycol Dilution, 1:1 or 1:3, Color: Green			
Item 3			
Coolant (Branded) – 5 gal 4liter, High Quality Ethelene Glycol Dilution, 1:1 or 1:3, Color: Pink			
Item 4			
Automatic Transmission Fluid (ATF) (Branded) – 10 liter 1liter/can, Viscosity Index: 72, Flash Point C: 204, Pour Point C-50			
Item 5			
Oil Filter for: Close Van / Open Truck C-512 – 4 pc Durable oven baked filter, larger filtration Area, NBR rubber gasket metal plate (inside)			
Item 6			
Oil Filter for Toyota Coaster C-1318 – 4 pc Resist extreme temperature, Heavy duty, Steel cover, Durable Filter Paper			
Item 7			
Oil Filter for Isuzu Sportivo C-527 – 20 pc Durable Oven Baked filter, larger Filtration area NBR rubber gasket, Metal Plate (inside)			
Item 8			
Oil Filter for Hyundai Starex – C034 – 16 pc Oven baked filter media, neobutylene (NBR) rubber gasket high tensile, Strength and heat resistant			
Item 9			
Oil Filter for Toyota Innova C-111 – 16 pc Resist extreme temperature			
more on next page			

heavy duty steel cover			
Item 10			
Oil Filter for Toyota Commuter Van C-111 - 8 pc			
Resist extreme temperature, heavy duty Steel Cover			
Item 11			
Oil Filter for Toyota Fortuner C-111 – 4 pc			
Resist extreme temperature, heavy duty Steel Cover			
Item 12			
Flushing Oil – 20btl.			
Power Flushing Oil is a dispersant type, Flushing oil designed to assist in the Removal of soft sludges and deposits during engine 400ml/btl			
Item 13			
Brake Cleaner Spray (Branded) – 20 btl.			
500ml, Aerosol, HD, For Cleaning the drum and disc brakes, Brake cables, rotors and disc pad / drum Lining surfaces without disassembly			
Item 14			
Brake & Clutch Fluid (Branded) - 10 ltr.			
900ml, DOT-3, Superfine, HD			
Item 15			
Automotive Gear Oil (Branded) – 20 can			
1ltr./can, SAE-90 API GL-4			
nothing follows			
Delivery Requirement:			
Can deliver within Fifteen (15) Calendar days			

FINANCIAL OFFER:

Please quote your **best offer** for the items below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

Supply and Delivery of Preventive Maintenance Materials for PSC Vehicles in RMSC			
Approved Budget for Contract	Quantity in pc, ltr., btl., can, pail (A)	Offered Price per pc, ltr., btl., can, pail (B)	Your Total Offered Quotation (A x B)
Item 1 One Hundred Thirty Thousand Pesos (PhP 130,000.00)	20 pail		In Figures: _____
Item 2 Twelve Thousand Seven Hundred Fifty Pesos (PhP 12,750.00)	15 gal		In Figures: _____

Item 3 Four Thousand Two Hundred Fifty Pesos (PhP 4,250.00)	5 gal		In Figures: _____
Item 4 Four Thousand Eight Hundred Pesos (PhP 4,800.00)	10 ltr		In Figures: _____
Item 5 One Thousand Eight Hundred Pesos (PhP 1,800.00)	4 pc		In Figures: _____
Item 6 One Thousand Eight Hundred Pesos (PhP 1,800.00)	4 pc		In Figures: _____
Item 7 Fifteen Thousand Pesos (PhP 15,000.00)	20 pc		In Figures: _____
Item 8 Eight Thousand Eight Hundred Pesos (PhP 8,800.00)	16 pc		In Figures: _____
Item 9 Seven Thousand Two Hundred Pesos (PhP 7,200.00)	16 pc		In Figures: _____
Item 10 Three Thousand Six Hundred Pesos (PhP 3,600.00)	8 pc		In Figures: _____
Item 11 One Thousand Eight Hundred Pesos (PhP 1,800.00)	4 pc		In Figures: _____
Item 12 Seven Thousand Six Hundred Pesos (PhP 7,600.00)	20 btl		In Figures: _____

Item 13 Eleven Thousand Pesos (PhP 11,000.00)	20 btl		In Figures: _____
Item 14 Five Thousand Five Hundred Pesos (PhP 5,500.00)	10 ltr		In Figures: _____
Item 15 Nine Thousand Six Hundred Pesos (PhP 9,600.00)	20 can		In Figures: _____
Grand Total: Two Hundred Twenty Five Thousand Five Hundred Pesos (PhP 225,500.00)	Total Offered Quotation		In Words: _____ _____ _____ In Figures: _____

TERMS AND CONDITIONS:

- 1) Bidders shall provide correct and accurate information required in this form.
- 2) Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- 3) Price quotation/s, to be denominated in the Philippine Peso shall include all taxes, duties and/or levies payable.
- 4) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 5) Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 6) Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- 7) The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 8) The PSC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 9) In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PSC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10) Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing statement, by the supplier, contractor or consultant.
- 11) 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 PSC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile Nos.

E-Mail Address/es