



Standard Form Number: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Date:
 Quotation

_____ (name of Company)

_____ (address/Tel. #)

Please quote your lowest price on the item/s listed below, subject to the General Conditions below, stating the shortest time to delivery and submit your fax/sealed quotation duly signed by your representative on or before **23 November 2020 at the Procurement Office.**

Recommending Approval:

MR. JOMA ROQUE P. REVILLA, CCNA, MMIIoA
 BAC Secretariat Chairman

Approved by:

DEXTER A. DEMATA, PhD
 BAC Chairman

GENERAL CONDITIONS:

1. ALL ENTRIES MUST BE TYPEWRITTEN/HANDWRITTEN
2. PRICE VALIDITY SHALL BE FOR A PERIOD OF **120 CALENDAR DAYS**
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS; ONE (1) YEAR ON PARTS AND SERVICES FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PHILGEPS REGISTRATION NUMBER / PHILGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
5. MAYOR / BUSINESS PERMIT
6. INCLUSIVE OF VALUE ADDED TAX (VAT)

ITEM #	ITEM / DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE	
	A. ONE TIME PREVENTIVE MAINTENANCE OF 788 KVA GENERATOR	1 Lot			
	PARTS TO BE SUPPLIED:				
	1. Oil Filter		3 PCS		
	2. Fuel Filter		2 PCS		
	3. Engine Oil		8 PAIL		
	4. Coolant		1 GAL		
	B. ONE TIME PREVENTIVE MAINTENANCE OF 500 KVA				
	PARTS TO BE SUPPLIED:				
	1. Fuel Filter	2 PCS			
	2. Engine Oil	3 PAIL			





	3. Coolant	1 GAL		
	C. ONE TIME PREVENTIVE MAINTENANCE OF 175 KVA			
	PARTS TO BE SUPPLIED:			
	1. Fuel Filter	1 PC		
	2. Fuel Water Separator	1 PC		
	3. Lube Filter	1 PC		
	4. Lube Filter			
	1.0 Scope of Work PREVENTIVE MAINTENANCE OF DIESEL GENERATOR A. Outward 1. Walk around inspection (Check leaks, loose bolts, etc) 2. Inspect the damper for leaks or cracks 3. Inspect vibro-isolator and foundation bolts 4. Inspection of general bolt, nuts and rubber seal fuel lines B. Battery 1. Check battery (electrolyte level, density and terminals) 2. Check battery voltage/charger output current C. Oil, Fuel and Cooling 1. Check oil level (check also physical appearance) 2. Check fuel day tank level 3. No-load test test run 4. Check radiator coolant/water level 5. Clean radiator fins by air blow or pressure washer 6. Drain water/sediments at fuel tank D. Auxiliaries 1. Drain water at exhaust muffler E. Operation 1. Alternator bearing re-greasing F. Fuel 1. Check fuel and water separation filter condition 2. Check fuel strainer (including feed pump strainer – at injection pump) 3. Inspect/adjust fuel injection timing G. Lube Oil 1. Visual check oil condition (for mixing with fuel or water			



<p>H. Starting 1. Check/adjust alternator belt</p> <p>I. Intake Air 1. Check and check air cleaner (paper element as required)</p> <p>J. Cooling 1. Inspect/adjust fan belt 2. Inspect radiator (water sampling, check for rust/deposits) 3. Check engine-mounted water pump for leaks</p> <p>K. Operation 1. Grease fan drive and/or water pump drive 2. Check smoke (exhaust pipe and breather), noise and vibration 3. Simulate all protective devices 4. Housekeeping (Cleaning/remove loose items)</p> <p>L. Change Oil of Diesel Engine 1. Change lube oil 2. Change oil filters (by pass and full flow) 3. Change fuel water separator element 4. Inspect/adjust valve clearance and valve bridge 5. Change fuel filter</p>			
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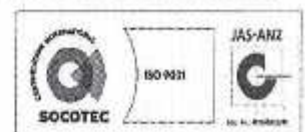
Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

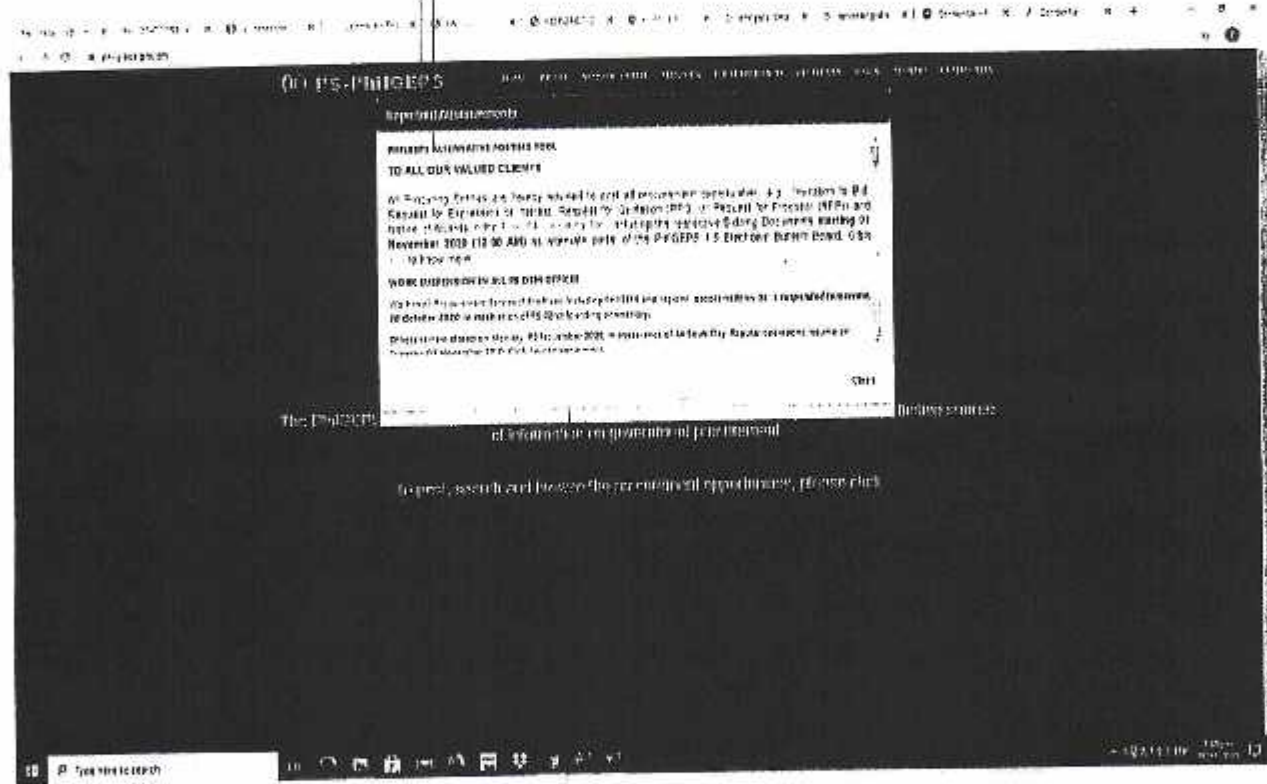
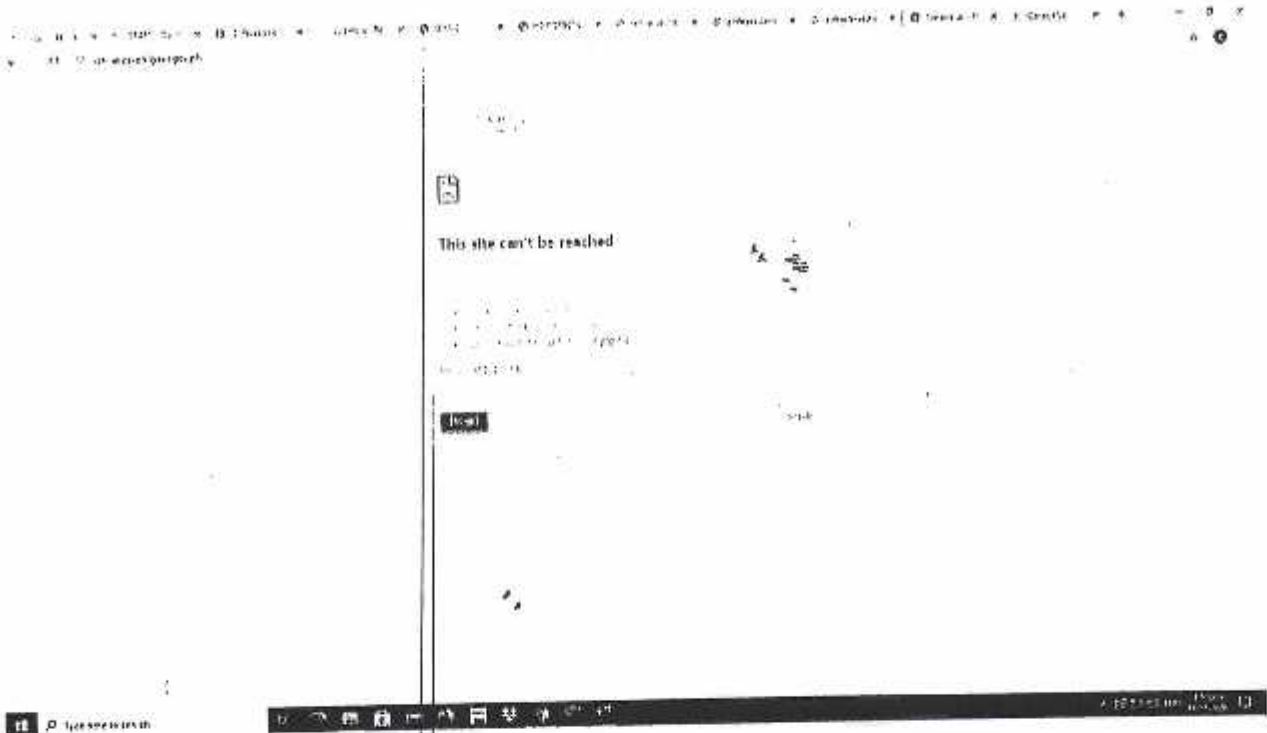
After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature _____

Tel. No. / Cell phone No _____
 E-mail address _____

Date: _____





Important Announcements

**PHILEPS ALTERNATIVE POSTING TOOL
TO ALL OUR VALUED CLIENTS**

All Procuring Entities are hereby advised to post all procurement opportunities (e.g. Invitation to Bid, Request for Expression of Interest, Request for Quotation (RFQ) or Request for Proposal (RFP)) and Notice of Awards in the PhilGEPS Posting Tool including the respective Bidding Documents starting 01 November 2020 (12:00 AM) as alternate portal of the PhilGEPS 1.5 Electronic Bulletin Board. Click [here](#) to know more.

WORK SUSPENSION IN ALL PS ODM OFFICES

Work in all Procurement Service (PS) offices, including PhilGEPS and regional offices, has been **suspended temporarily, 20 October 2020** in celebration of PS 42nd founding anniversary.

Office remains closed on Monday, 22 November 2020 in observance of All Saints Day. Regular office resumes on Tuesday, 23 November 2020. Thank you for your understanding.

Close

The PhilGEPS

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SERVICES



PHILGEPS ADVISORY NO. 11

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The details and procedures of posting shall be provided in the user guide which will be accessible thru **Download Menu** or users may click on the following links to download the respective manuals:

1. [Bid Document Uploader](#)
2. [Notice Posting Portal](#)

Please be guided that all Procuring Entities are encouraged to first **upload** their **bidding documents** using the **Bid Document Uploader tool** before proceeding to the Notice Posting Portal.

All manufacturers, suppliers, distributors, contractors and consultants (collectively known as **Merchants**) are advised to **access the online portal** to search and view the open opportunities and award notices posted by the Procuring Entities. The following functionalities have been made available to prospective bidders:

- Search and View Opportunities
- Search and View Award Notices
- Download the Bidding Documents and Notice of Award

Interested bidders may obtain further information from the Procuring Entity who posted the procurement opportunity.

The Modernized PhilGEPS <https://www.philgeps.gov.ph/> shall continually be utilized for **Registry, Platinum Membership Upgrade, and Virtual Store** online services.

Rest assured that the whole PhilGEPS Team will be working non-stop to ensure the continuity of the online services at the earliest possible time.

Likewise, the PhilGEPS-Customer Service Helpdesk will continue to provide service for your queries and concerns.

We thank everyone for their patience, continuous understanding and support during this period.