



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CENTRAL OFFICE
Manila



Name of Procuring Entity :	Request for Quotation (P.R. No.):	2025-05-163
Revised on:	Date: May 05, 2025	ABC: Php 141,297.80
Standard Form/Title: REQUEST FOR QUOTATION	Office/End-User:	LEGAL SERVICE
Mode of Procurement: Small Value Procurement		
COMPANY NAME:		PHILGEPS No.:
ADDRESS :		TCC No.:
TEL./FAX NUMBER:		TIN:

Please submit your quotation for the item(s) listed below, which may be submitted in person at Room 503, Bidding Room, Procurement Service, 5th Floor, DPWH Bldg., Bonifacio Drive, Port Area, Manila, or thru registered mail, facsimile or E-mail, not later than 9:00 A.M. of May 14, 2025.

Quotation may be submitted open or sealed and should be duly signed by the firm's owner or authorized representative subject to the terms and conditions, hereof.

TERMS and CONDITIONS :

1. All entries must be **typewritten or legibly written**.
2. Delivery period within **20 working days** upon receipt of the approved funded Purchase Order (P.O).
Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of **three (3) months for supplies and one (1) year for equipment** from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Number and Mayor's Permit shall be attached upon submission of the quotation.
DTI /SEC and Latest Tax Clearance shall be submitted before the award of Purchase Order (P.O.).
6. To establish financial capability, bidders may attach/include in its quotation a Committed Line of Credit (CLC) equivalent to 10% of the ABC, from a commercial or Universal Bank.
7. For Small Value Procurement, when the ABC is above Php 500,000.00, Income and Business Tax Return shall be attached.
8. For Small Value Procurement when the is ABC above Php50,000.00, Omnibus Sworn statement shall be attached and
9. Bidders must quote for all of the items and shall submit a proposal on each item and evaluation and award of contract will be undertaken on a lump sum basis.
10. Any erasure, correction or alteration made by the bidders in any of the items shall render the bid non-complying, hence, a ground for disqualification.
11. The DPWH reserves the right to accept or reject any bid to annul the bidding process, and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.
12. The brand and model for each item/s being offered must be indicated.
13. Bids may be submitted: (a) in-person at the Goods and Services Division, Procurement Service, or (b) through electronic mail addressed to: **bacg_co@dpwh.gov.ph** (documents must be scanned clearly in one (1) PDF file, including attachments,

- All works shall be supervised/monitored by FMD-HRAS
- Wiring shall be in PVC pipe of electrical trade minimum size be 12mm diameter.
- Installation, commissioning and dismantling and hauling of existing units be replaced shall be included in the scope of work to be done
- Warranty shall be one (1) year for parts and service and minimum of one (1) year for compressor for Floor, Ceiling and Ceiling Cassette tyoe ACUs; and one (1) year for parts and service and five (5) years for compressor for Wall and Window Type ACUs
- The One (1) year warranty for parts and service shall cover the replacement of the air-conditioning unit (indoor or outdoor, or both) in case of a major factory defect, this shall be carried out by the manufacturer or its authorized service centers.
- Labor cost shall include electrical (feeder wire, circuit breaker and power supply) and civil works (restoration works).
- Contract shall include a minimum of one (1) scheduled preventive maintenance/general cleaning/checkup activity.
- Contractor should be an authorized/certified dealer and installer of the manufacturer or brand offered.
- Bidder shall secure a Certificate of Site Inspection signed by the end-user and FMD-HRAS upon site inspection.


MEDMIZER G. MALIG
Assistant Secretary for Technical Services
and Information Management Service (IMS)
Chairperson, BAC for Goods
S.O. No. 48, series of 2025

Item No.	ITEMS and DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	AIRCONDITIONING & AIRCONDITIONING SYSTEM				
1	Supply, Installation and Commissioning of 3.0 TR Floor Mounted "Inverter" Air-conditioning Equipment	1	unit		
	Cooling Capacity: 37,000 (9,000-38,000); BTU/hr; and/or 39,035 (10,000-40,000) kJ/hr				
	EER: ≥ 10.0 BTU/hr-W; and/or ≥ 10.5 KJ/HR - W				
	Power Supply: 230 V, 60Hz, 1-Phase				
	Refrigerant: R-32/R-410A				
	Labor Cost	1	lot		
	TOTAL AMOUNT (Php)				
	Please specify total amount in words (Php)				

Please specify brand names & model, if applicable.

• Brand Name & Model: _____ Warranty: _____

• Delivery Period: _____ Price Validity: _____

After having carefully read and accepted your general conditions, I / We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Tel. Nos. 5304-3530/5304-3530/5304-3208 _____

Email Address: bacg_co@dpwh.gov.ph _____

12.1.3 LEAT/MVSG _____

_____ Signature Over Printer Name/Date

_____ Tel. no./Cellphone No./E-mail Address

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]