



REPUBLIC OF THE PHILIPPINES
SENATE ELECTORAL TRIBUNAL


REQUEST FOR QUOTATION

The Senate Electoral Tribunal, through its Bids and Awards Committee, will undertake the procurement of Periodic Maintenance Service (PMS) of Service Vehicles in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184, as follows:

Name of Project	:	Periodic Maintenance Service (PMS) of Service Vehicles
Quotation Validity	:	At least thirty (30) calendar days
Delivery Schedule	:	Seven (7) days from receipt of vehicle to be serviced
Terms of Payment	:	15 to 30 calendar days upon submission of complete supporting documents
Approved Budget	:	One Hundred Eighty Thousand Pesos (Php180,000.00)

Interested suppliers are required to submit their valid and current Mayor's/Business Permit, PHILGEPS Registration Certificate, Omnibus Sworn Statement, and price quotation (Annex "A") not later than **February 13, 2024 at 05:00 p.m.** at the 6th Floor, Sugar Center Building, North Avenue, Diliman, Quezon City. The documents may also be sent thru fax at 8395-9329 or email at set.ppms.ps@gmail.com.

Very truly yours,


ATTY. ELEANOR S. FRANCISCO-ANUNCIACION
Deputy Secretary of the Tribunal
Chairperson, Bids and Awards Committee

SENATE ELECTORAL TRIBUNAL

Annex A

RFQ No.: 2024-02-021 NP-SVP

Date : _____

Company Name: _____

Company Address: _____

Contact Person: _____

Contact Number: _____

Item No.	Qty.	Unit	Purchaser's Specification	Bidder's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
1	1	lot	<p>PERIODIC MAINTENANCE SERVICE (PMS) OF SERVICE VEHICLES</p> <p>Inclusions:</p> <ul style="list-style-type: none"> • Toyota Vehicle PMS Check-up • Genuine Toyota Diesel Engine Regular Oil & Flush • Genuine Toyota Oil Filter & Gaskets • Genuine Toyota Engine Room Cleaner • Diesel Injector Cleaner • Clean and adjust Brakes • Brake Cleaner & Paste • Battery and Charging System • Other parts and supplies necessary for the current kilometer reading and type of vehicle <i>(see attached list for vehicle details)</i> • Miscellaneous Expenses • Labor Expenses <p>PMS Type: Every 5,000 km PMS</p> <p>Duration: February 15 to December 31, 2024</p> <p>Make: Toyota</p> <p>Number of Vehicles: Six (6) Vehicles <i>(see attached list for vehicle details)</i></p> <p>Number of PMS per Vehicle: One (1) Complete PMS per vehicle within maintenance period.</p>			

		<p>Payment Terms: Payment after every completed PMS per vehicle</p> <p>Other Requirements:</p> <ul style="list-style-type: none"> • The service provider must have pollution control facilities for waste material disposal such as oil, lubricants, and consumables. • The service provider must provide a breakdown of the cost of PMS for each vehicle. <p>ABC: Php180,000.00</p>		
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JULIUS B. REMUDARO

Procurement Officer

Landline: 8395-9329

Mobile Landline: 8463-1113

Email: set.ppms.ps@gmail.com

(Signature over Printed Name)

Supplier

VEHICLE DETAILS FOR PERIODIC MAINTENANCE SERVICE (PMS)

As of January 22, 2024

No.	Make	Vehicle	Plate No.	Current KM Reading	Year Model
1	Toyota	Innova	SAB 4895	46,975	2016
2	Toyota	Grandia	SJN 623	106,439	2010
3	Toyota	Grandia	SAB 3671	38,344	2016
4	Toyota	Hilux	SAB 9433	28,276	2018
5	Toyota	Hilux	A9 I862	34,681	2019
6	Toyota	Avanza	SAB 4878	31,105	2018