

REQUEST FOR QUOTATION

SVP NO: 2025-013


PhilHealth Region III, through its Bids and Awards Committee, intends to procure the following:

Project Title	General Cleaning of Air-conditioning Units of PRO III Corporate Vehicles
Approved Budget for the Contract	Php 93,975.00
Mode of Procurement	Small value
Deadline of Submission	March 21, 2025

GENERAL CONDITIONS:

1. All entries must be typewritten or written legibly in print.
2. Price validity shall be for a period of **90 calendar days**
3. Requirements to be submitted by the lowest calculated bidder:
 - a. 2024 Mayor's Permit or Business Permit
 - b. DTI or SEC Registration Certificates (whichever is applicable)
 - c. BIR Registration Certificate
 - d. PhilGEPS' Proof of Registration or PhilGEPS Certificate
 - e. PhilHealth Certificate of Updated Contribution
 - f. Omnibus Sworn Statement (if applicable)
 - g. Annual Income / Business Tax Return (if applicable)

The completed form shall serve as your formal quotation. Please submit your proposal to PhilHealth Region 3, City of San Fernando (P) or through electronic mail at roqued@philhealth.gov.ph / dhonparas1223@gmail.com


Donnie P. Roque
 Official Canvasser

Date: _____

Sir / Madam

After having carefully read and accepted the general conditions in your Request for Quotation, hereunder is our quotation valid for **90 calendar days**

		Item Description / Specification	Total Contract Cost
7	Units	Isuzu Crosswind	
2	Units	Toyota Innova	
1	Unit	Toyota Grandia	
1	Unit	Mitsubishi Strada	
4	Units	Mitsubishi L300 FB	
		See attached Technical Specification	

Company Name:

Business Address:

Name and Signature of Authorized Representative: _____

Contact Number of Authorized Representative: _____



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PhilHealth Regional Office III
 PhilHealth Bldg., Lazatin Blvd., San Agustin,
 City of San Fernando, Pampanga
 ☎ (045) 963-0299 🌐 www.philhealth.gov.ph
 📠 PhilHealthRegionIII 📧 teamphilhealth

TECHNICAL SPECIFICATIONS

GENERAL CLEANING OF AIR-CONDITIONING UNIT OF CORPORATE VEHICLES OF PHILHEALTH REGIONAL OFFICE III

OBJECTIVE:

To be able to find a supplier that will meet and provide the requirements needed by PhilHealth Regional Office III for the general cleaning of air-conditioning unit of corporate vehicles for CY 2025.

GENERAL REQUIREMENTS:

- Service Center must be located within Pampanga Area.
- Availability of service center from 8:00 AM to 5:00 PM daily (Monday to Saturday).

COVERAGE:

No.	OFFICE ASSIGNMENT	PLATE NUMBER	VEHICLE TYPE
1	LHIO San Fernando	SLD 661	Toyota Innova
2	LHIO Sta Maria	SLD 658	Toyota Innova
3	LHIO Malolos	SLD 669	Toyota Innova
4	ColSec A	SAB 4471	Isuzu Crosswind
5	GSU	SAB 4472	Isuzu Crosswind
6	LHIO Iba	SAB 4473	Isuzu Crosswind
7	LHIO Olongapo	SAB 4475	Isuzu Crosswind
8	OBM B	SAB 4476	Isuzu Crosswind
9	LHIO Gapan	SAB 4477	Isuzu Crosswind
10	GSU	SHR 798	Mitsubishi Strada
11	GSU	SHY 900	Toyota Grandia

WARRANTY:

- Three (3) months on parts and labor.



SCOPE OF WORK:

- General cleaning every 40,000 kms or every year whichever comes first.
 - Cleaning of Evaporator Coil
 - Cleaning of Engine Air Filter
 - Cleaning of Condenser and Fan
 - Replacement of Cabin Filter
 - Freon recharging (if necessary)

OTHER TERMS AND CONDITIONS:

- Fees and charges payable shall be paid within (15) calendar days from the date of Invoice or Statement of Account and completion of documentary requirements for the processing of payment.

LIQUIDATED DAMAGES:

If the Service Provider fails to deliver any or all of the goods and/or to performance the services within the period specified in the contract, the Procuring Entity shall, without prejudice to its order remedies under the contract and under the applicable law, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay, provided that the maximum deduction shall be ten percent (10%) of the total amount of the contract price, the Procuring Entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies available to it.

DELIVERY DATE:

- Two (2) calendar days upon notification of General Services Unit on the schedule of cleaning.

MODE OF PROCUREMENT:

- Negotiated Procurement - Small Value

TARGET DATE:

- February to December 2025

Prepared by:


KINA MAE R. FERRERAS
Administrative Officer II

Reviewed by:


MA. ADELINDA M. MORALES
Acting Head, General Services Unit

Verified by:

FERDINAND M. GUINTO
Acting Head, ASS
Concurrent Head, HRU

Recommending Approval:

RUBY M. YITUG
Division Chief IV, MSD

Approved by:

HENRY V. ALMANON
Acting Vice President, PRO III

By the Authority of the Acting Vice President
ANNA MARIE LUNCHANI M. ALFARO, M.D.
MS IV / ADAS Head
Date: **09 JAN 2025**
DUC for the OIR (Procurement)