



June 30, 2025

P-RFQ No. 2025-086

REQUEST FOR QUOTATION
SUPPLY AND DELIVERY OF MOTORCYCLE
(GS-2025-03-031)

The Santa Maria Water District (SMWD) hereinafter referred to as “the Purchaser”, through its Bids and Awards Committee (BAC), invite interested parties to submit price quotation for the project, “**SUPPLY AND DELIVERY OF MOTORCYCLE**” through Small Value Procurement (Sec. 34 of R.A. No. 12009) with Approved Budget for the Contract (ABC) of Three Hundred Eighty-Five Thousand Eight Hundred Forty Pesos Only (**₱385,840.00**).

	Description	Qty	Unit	Unit Cost	Total Amount
1	MOTORCYCLE (KICK START) Engine and Transmission Engine Size: 177cc; Engine Type: 4-Stroke, SOHC Number of Cylinder: 1; Number of Valve: 2 Transmission: 4-Speed Manual Performance Max Power: 12.74 hp; Max Torque: 13.1 Nm Fuel Economy Fuel Type: Gasoline; Fuel Capacity: 12 L; Dimensions Length: 2010 mm; Width: 805 mm; Height: 1070 mm Wheelbase: 1250 mm Wheels and Brakes Front Wheel Size: 17 in; Rear Wheel Size: 17 in	4	UNIT		
	*** nothing follows ***				

Likewise, it is understood that Purchaser's specifications are minimum requirements. The Bidder/Supplier may offer higher specifications or additional items, if any. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

Procurement procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 12009 (New Government Procurement Reform Act).

It is the intent of the Purchaser to evaluate the quotation for the item and award will be made to the quotation resulting in the overall lowest cost, meeting purchaser's technical specifications.

Pursuant to Appendix A “Documentary Requirement for Alternative Methods of Procurement of Annex “H: of 2016 revised IRR of RA No. 9184, the following documents are required to be submitted along with your quotation/proposal.





1. PhilGEPS Registration Number
2. Mayor's/Business Permit
3. Omnibus Sworn Statement – an unnotarized omnibus sworn statement can be submitted along with the quotation/proposal provided that a notarized copy shall be submitted prior to confirmation of the award by the supplier/contractor.

Additional Requirements to be Submitted along with your quotation/proposal:

1. Photo Copy of Sample Sales/Service Invoice (SI)
2. Certificate of Registration (BIR FORM 2303)
3. Tax Clearance

Failure to meet any one of the aforementioned requirements will result to rejection of your proposal/quotation.

Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded. Quotations exceeding the Approved Budget for the Contract shall be rejected.

Payment shall be through check and advance payment is not allowed.

The duly accomplished quotation form may be typewritten or handwritten and may be placed in sealed envelope marked **SUPPLY AND DELIVERY OF MOTORCYCLE** (RFQ No. 2025-086) and must be submitted on or before **July 4, 2025, 11:00AM** at the SMWD main office. It may also be sent via electronic mail on our official email address at smwdbulacan@yahoo.com on the specified time stated above and address to the **BAC Chairperson, Ms. Maria Leonora S. Romarate**.

Quotations shall be valid for thirty (30) calendar days from the deadline of submission of the same.

The delivery period shall be based on the agreement made with the supplier from the receipt of the Purchase Order (PO). The supplier should inform the purchaser at least two (2) days before the date of delivery. The Purchaser shall have the right to reject or to return the items that will be declared defective and non-compliant with the specifications. The delivery will be made only during working days from 8:00 AM to 5:00 PM.

DELIVERY SITE: General Services Division of SMWD located at 301 J. P. Rizal St., Dulong Bayan, Santa Maria, Bulacan.

The Santa Maria Water District reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected supplier or suppliers. SMWD also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to the government.

Prepared by:

Sgd
Romel P. Lazaga
Procurement Analyst

Noted by:

Sgd
Maria Leonora S. Romarate
BAC Chairperson