

Republic of the Philippines
City Government of Cagayan de Oro
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Project Name: Supply and Delivery of Engine Oil and other Items; PR No. 26-0363 dated February 12, 2026.
Method of Procurement: 8. Sec. 34 Small Value Procurement

Date : **April 30, 2026**
Quotation No. : **0319-26**

Company Name

Address

Please quote your best lowest price on the item/s listed below, subject to the Terms and Conditions on this page and submit/return this Request for Quotation (RFQ) duly filled-out and signed by your authorized representative not later than **2:00 PM of May 6, 2026**.

By Authority of the BAC:

ATTY. JOEFFREY D. NAMALATA

City General Services Officer

Terms and Conditions:

1. Delivery Period shall be within **30** calendar days.
2. Warranty shall be for a period of Three (3) months for supplies & materials; one (1) year for equipment, from the date of acceptance by the procuring entity.
3. Price Validity shall be for a period of Ninety (90) calendar days.
4. The following shall be attached upon submission of the quotation:
 - 1) PhilGEPS Registration Number
 - 2) Current and valid Mayor's/Business Permit
 - 3) Brochures of the product being offered for equipment/ vehicles/electronic devices/ appliances
 - 4) Omnibus Sworn Statement (duly notarized), for Approved Budget for the Contract (ABC) above fifty thousand pesos (P50,000.00).

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	Engine Oil - 4 liters/gallon; Non-Synthetic		120	gal	
2	Engine Oil - Fully Synthetic; 5 liters/gallon		20	gal	
3	Oil Filter, Elements - Isuzu D Max		7	piece	
4	Oil Filter - Hino Truck		6	pc	
5	Car Air Freshener - Approximately 80 grams; Scents: Apple, Lime, Lemon, Orange		60	can	
6	Oil Filter - Toyota Hi Lux; Toyota Fortuner; Nissan Urvan NV350; KIA 2700; Isuzu Traviz		30	pc	
7	Chamois Cloth - 43 x 32 x 0.2cm		60	pc	
8	Round rugs - For multi-purpose use; Colored		15	kl	
9	Engine Oil (Motorcycle) - Engine Oil with Gear Oil - Yamaha N Max (2)		10	liter	
10	4T Oil - 1 liter/bottle		30	bottle	
11	2T Oil - 1 liter/bottle		10	bottle	

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

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

Date

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Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
12	Gear Oil - 1 liter/bottle		30	bottle	
Total Amount in Words and Figures					

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

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

Date