



Republic of the Philippines  
Province of Pampanga

City of San Fernando

Office of the Bids and Awards Committee

**REQUEST FOR QUOTATION**

(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)



Project Title : **Supply and Delivery of One (1) Unit of Vibratory Roller for Skid Loader to be used for the Upgrading/Provision of Tools and Equipment for the CEO maintenance unit (waterways clean-up and other building maintenance works) in the City of San Fernando, Pampanga**

Location of the Project : **City Engineer's Office**

\_\_\_\_\_  
Company Name Date : **Nov 6, 2024**  
\_\_\_\_\_  
Address PR No. : **2024-11-02123**

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Tuesday, November 12, 2024 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Lorraine Kate M. Escoto

Engr. Michael N. Quizon, Jr.  
BAC Chairperson

- NOTE:
1. ALL ENTRIES MUST BE READABLE
  2. DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS
  3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
  4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	1	unit(s)	Vibratory Roller for Skid Loader  Specification: Operating Weight-1778-2000lb Dimensions-L-37.9 in – 38.1 in W-60.5-80 in Dynamic Force-9,900lbs @ 20gpm/10519 lbs @17gpm Drum Diameter-25.4-26 in			
<b>Total Amount:</b>						

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

\_\_\_\_\_  
Printed Name/ Signature  
\_\_\_\_\_  
Tel No./ Cellphone No.  
\_\_\_\_\_  
Date

## TERMS OF REFERENCE

Project Title : **Supply and Delivery of One (1) Unit of Vibratory Roller for Skid Loader to be used for the UPGRADING/ PROVISION OF TOOLS AND EQUIPMENT FOR THE CEO MAINTENANCE UNIT (WATERWAYS CLEAN-UP, AND OTHER BUILDING MAINTENANCE WORKS ) FOR F.Y. 2024**

Project Location: **City of San Fernando, Pampanga**

**Background:** The use of heavy equipment plays a vital role in the performance of mandate of the Construction, Maintenance and Building Safety Division (CMBSD) of the City Engineer's Office. These mandates includes the implementation, administration of construction, repair and maintenance of these infrastructure projects such as roads, bridge, drainage system, public building and other structures/facilities of public usage within the city. Job orders covered to these maintenance work includes, plumbing works, electrical works, carpentry works, masonry works, painting works, pest control, vegetation control, clearing and desilting of drainage system and major waterways and tributaries, cutting and trimming of trees, repairing of canal/canal covers, demolition works, other engineering services.

To name a few, the office currently has below listed equipment for the implementation of abovementioned services:

1	Loader	2
2	Backhoelito	1
3	Backhoe	3
4	Boom truck	2
5	Crane	1
6	Grader	1
7	Low Bed Trailer Truck	1
8	Skid Loader	1
9	Wheel Excavator	1
10	Dump trucks	1

Currently, these equipment were mainly used to clear, desilt and declog major water ways which were categorized into 4 major package areas: San Juan Pumping Station to Sta. Lucia Bridge, Sta. Lucia Bridge to Del Pilar Bridge and Del Pilar Bridge to Mapalad Creek and Lined Canal of McArthur Hi-ways. These areas does not include the clearing of lined canal and drainage system of Barangays and tributaries of River inside Barangays. With our limited number of equipment, we could only schedule the cleaning of these 4 areas.

Further, our office lacks equipment to augment maintenance services such as Corrective Maintenance for Plumbing, Air-Conditioning Units, Electrical, Carpentry Works, Painting Works, among others.

As we endeavor to a faster and efficient delivery of work to our constituents as well as cater requests from Barangays, we believe on the need to purchase additional equipment that will aide the abovementioned heavy equipment.

### **Objective/s:**

- a. To augment the existing number of heavy equipment being used in the desilting/ dredging and other maintenance work within the jurisdiction of the city;

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Project Location: **City of San Fernando, Pampanga**

- b. To sustain desilting/ dredging programs and other maintenance activities through the continuous operation of logistical resources;
- c. To have a faster and efficient delivery of services to our constituents.

**Approved Budget** :Seven Hundred Fifty Thousand Pesos (Php750,000.00)

Qty.	Unit	Description	Funding Source	Amount
1	Unit	Vibratory Roller for Skid Loader	20% Development Fund	750,000.00
<b>TOTAL</b>				<b>750,000.00</b>

**Minimum Requirement for the Supplier**

- 1. The Supplier must ensure that the equipment is brand new and follow the specification below:

*Road Roller*

Equipment	Specification	
Road Roller	Operating Weight	1778-2000lb
	Dimensions	L-37.9 in – 38.1 in W-60.5-80 in
	Dynamic Force	9,900lbs @ 20gpm/10519 lbs @17gpm
	Drum Diameter	25.4-26 in

- 2. The supplier must be compliant with the IATF Health and Safety Protocols.

*Terms and Conditions*

- Supplier must own service center and facilities in Luzon
- Supplier must be five years existence in the industry
- Supplier must conduct free operator training
- Machine Delivery is free
- The Supplier upon receipt of the PO shall supply the Brand Road Roller, Ninety (90) calendar days after the issuance of PO and NTP at the City's Central Storage;
- The supplier shall ensure that the B New Vibratory Roller for Skid Loader is appropriately delivered in good manner to avoid physical damage;

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- The supplier shall replace the damage, broken, scratches on the Road Roller free of charge within the specified time as requested by the CGSO-Motorpool Division;
  - All items must be in conformity with the purchase order in respect of quantity, quality and corresponds to the description of the Brand New Road Roller.
3. The Supplier must follow the procurement, delivery and inspection procedure set by the City Government of San Fernando, Pampanga for procured good and services.

### **Deliverables by the Supplier and City Government**

The deliverables of the supplier shall be as follows:

- a. Provide the quantity of equipment being required by the project/ program; and
- b. Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

The deliverables of the City Government shall be as follows:


- a. On- time payment of the supplier i.e., 15 days after delivery regardless if the delivery is per month or Ordering Agreement.
- b. End- user shall monitor the delivery and completeness of requirements and documents to avoid delays.
- c. The Procurement Officer shall assist in the monitoring, delivery and on- time payment of the supplier.
- d. Provide necessary and readily- available documents such as during the conduct of post- audit.
- e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.

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Project Location: **City of San Fernando, Pampanga**

Prepared by:

  
**AIMERIE G. SAMPANG**  
Procurement Officer

Noted by:

  
**Engr. ANELE C. DAVID**  
City Engineer

Conforme:

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*Note: This TOR shall form part of the Contract and should be strictly followed by both parties otherwise; the implementation of the project/program might be affected as well as the performance of the supplier/contractor.*