



Republic of the Philippines  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
**APO PRODUCTION UNIT, INC.**



December 15, 2022  
 APO-RFQ-Preventive Maintenance

**REQUEST FOR QUOTATION**

Name of Company :  
 Address :  
 Business Permit # :  
 TIN :  
 Philgeps# :

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly representative and copies of your eligibility requirements not later than December 19, 2022.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 82825309 (loc. 235/234) or thru email at [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph).

  
 FE B. DIMAYUGA  
 Purchasing Manager

After having carefully read and accept the Terms and Conditions, I/we submit our quotation for the item/s as follows:

Item Description	PRICE			Compliance with technical specs*		DELIVERY DATE*
	QTY	Unit*	Total*	YES	NO	
<b>PREVENTIVE MAINTENANCE SERVICE FOR VARIOUS MACHINES OF APO PRODUCTION UNIT, INC.</b>  <b>Scope of Work:</b> <ul style="list-style-type: none"> <li>• <b>BAMA COLLATOR</b> <ul style="list-style-type: none"> <li>➤ Pullout of the DC Motor</li> <li>➤ Repair/Rewinding of the DC motor 2.2kw</li> <li>➤ Replacement of Bearing</li> <li>➤ Installation &amp; Testing of the machine</li> </ul> </li> <li>• <b>POLOR MOHR 2 CUTTER</b> <ul style="list-style-type: none"> <li>➤ Replacement of the light curtain sensor</li> <li>➤ Rewinding/ repair of air pump motor</li> <li>➤ Testing of the machine</li> </ul> </li> </ul>	1 Lot			[ ]	[ ]	





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<ul style="list-style-type: none"> <li>• <b>CONSERVER KLECT COLLATOR</b> <ul style="list-style-type: none"> <li>➤ Pullout of the pump motor</li> <li>➤ Overhauling of the pump motor</li> <li>➤ Replacement of all bearings</li> <li>➤ Installation of the pump motor</li> <li>➤ Testing of the machine</li> </ul> </li>   <li>• <b>WOHLENBERG CUTTER</b> <ul style="list-style-type: none"> <li>➤ Replacement of the V belt of back guide motor and main motor</li> <li>➤ Testing and Calibrate</li> </ul> </li> </ul>						
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\*All fields marked with an asterisk (\*) are required and must be filled-out and signed. Failure to comply with the requirements shall render the quotation ineligible.

\_\_\_\_\_  
 Signature over Printed Name  
 Contact No.

- Approved Budget shall be PhP 210,000.00 inclusive of V.A.T.
- Commencement of Services shall be done immediately upon receipt of Purchase Order.
- Additional document of Notarized Omnibus Sworn Statement shall be submitted prior to awarding.
- Payment shall be at least 30 calendar days upon receipt of Sales Invoice.

