



Office of the Presidential Adviser on the Peace Process
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

REQUEST FOR QUOTATION

28 September 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested bidders to submit their *lowest and responsive* quotation for lease of vehicles. Details of which are as follows:

A. Name of the Project	Lease of Eight (8) units of Vehicle Van.
B. Source of Fund	General Appropriations Act for 2019.
C. Approved Budget for the Contract (ABC)	Two Hundred Ten Thousand Pesos (PhP210,000.00).
D. Mode of Procurement	Negotiated Procurement-Small Value Procurement (R.A. 9184).
E. Technical Requirements	➤ Please see Annex "A".
F. Documentary Requirements	1) PhilGEPS Registration Number/ Certificate; 2) Mayor's/ Business Permit; 3) Latest Income/ Business Tax Return (Tax Clearance will not be accepted); 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;

I. Terms & Conditions

- a) The ABC is inclusive of applicable taxes, fees, and other pertinent costs.
- b) Bid offer exceeding the ABC shall be automatically disqualified.
- c) The bid offer must be valid for thirty (30) calendar days upon receipt by the procuring entity.

- d) Documentary requirements must be submitted on or before the deadline of submission of bids. Late bids will not be accepted.

If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid, otherwise, bids

submitted to the BAC after the deadline for submission of bids will not be accepted.

- e) Late bids will not be accepted.
- f) Bids must be submitted in a sealed envelope with the (i) bidder's complete (postal) address; & (ii) telephone number, fax and email address printed under its postal address.

Unsealed bids will not be accepted.

Submission of bids through email will not be accepted or honored.

- g) All quotations shall be considered as fixed price and not subject to price escalation.
- h) Subcontracting is not allowed. If a supplier/ distributor found to have subcontracted what was awarded to them, the Procuring Entity may exercise any or all of the following options:
 - (i) Ask the contractor or distributor to do what is ask of him/her under the contract.
 - (ii) Pay damages incurred by the Procuring Entity as a result of subcontracting.
 - (iii) Exercise remedies under existing laws.
- i) The interested supplier may contact the BAC Secretariat at (02) 636 0701 local 818 for inquiries/ clarifications.

II. Lease Period

9 to 17 of October 2019.

III. Terms of Payment

Payment shall be made to the lessor upon issuance and receipt of the billing statement by the OPAPP.

IV. Deadline of Submission of Bids

Bids/Quotations must be submitted on or before OCT 02 2019, 5pm.

V. Submit your bids at:

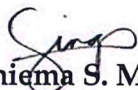
BAC Secretariat's Office
6th Floor, Agustin I Bldg.
F.Ortigas Jr. Road
Ortigas Center
Pasig City

The OPAPP reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of R.A. 9184.

The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 636 0701 local 818, or at opapp.bacsec@gmail.com.

Sincerely,


Rahiema S. Malang
Security Unit

Noted by:


Ryan Dave Jungco
Security Unit

x-----x

After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is _____ (Please fill-in details: amount in words) (PhP _____ .00).

Company Name: _____
Authorized Representative: _____
Signature: _____
Position: _____
Contact No.: _____
Email Add: _____

Technical Requirements

A. Requirements for Vehicle Van

- 1) Lease of Eight Vehicle Vans with Air Condition.
- 2) Vehicle Capacity: 13 passengers
- 3) Must have all the necessary permits and insurances required under existing laws.
- 4) Worthiness of the vehicle for transportation especially from Cotabato City to Simuay, Sultan Kudarat rests on the lessor.

B. Other Terms and Conditions

- 1) Six (6) of the vehicle van shall be used during the Decommissioning period from 9 to 17 of October 2019 (All Sundays and Thursdays of the aforementioned date).
- 2) Two of the Vehicle Vans shall be used all throughout the lease period.
- 3) Damage of the vehicle as a result of the negligence of the driver shall be on the account of the supplier.