



Office of the President of the Philippines  
**Office of the Presidential Adviser on Peace, Reconciliation and Unity**  
7th Floor, Agustin 1 Building, F. Ortigas Jr. Road, Ortigas Center, 1605 Pasig City Tel (+632) 636-0701 Fax No: (+632) 638-2216

**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

*Date: May 24, 2022*

The Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) intends to apply the sum of *Nine Hundred Ninety Five Thousand Eight Hundred Pesos Only (PhP995,800.00)* being the Approved Budget for the Contract (ABC) to be paid for the Small Value Procurement, as defined under Section 53.9 of the Implementing Rules and Regulations of RA 9184 the Procurement of Vehicle Rentals for Peace Process related Operations of OPAPRU Units in Mindanao for the period of 01-13 June, 2022 listed below:

Lot No.	Goods	Quantity	Specific Technical Requirements
1	SUVs	12	See Annex "A"
2	PICK-UPS	10	
3	VANs	8	

The OPAPRU now invites contractors/suppliers to submit price quotations for the abovementioned procurement project.

The Contract will be awarded per lot to the lowest quotation and responsive to the specifications and requirements.

For further inquiries and clarifications, you may coordinate with the BAC Secretariat at telephone number (02) 8636 0701 to 06 local 871 or email at [bac.secretariat@peace.gov.ph](mailto:bac.secretariat@peace.gov.ph).

Sincerely,

  
**MANUELITO M. MORCILLO**  
AAIV, Head Motor Pool-JND



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#### TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is inclusive of applicable taxes, fees, and/or levies payable.
2. The Contract shall be awarded to the lowest and responsive bidder. Bid amount exceeding the ABC shall be automatically disqualified.
3. The price quotation must be valid for sixty (60) calendar days from the date of submission of bids.
4. The Bidder shall submit its quotation with the following documents on or before 30 May 2022 ; 10:00 a.m. on the address specified below:

- A. Mayor's/Business Permit
- B. PhilGEPS Registration Number
- C. Omnibus Sworn Statement (*Original Copy*)
- D. Income/Business Tax Return (*note: for ABC above PhP500,000.00*)

5. The abovementioned documents must be properly labeled ("TAB") before submitting to the BAC Secretariat.
6. None submission of any of the document/s will be automatically declared ineligible to bid and hence, the bid shall be disqualified.
7. Bid documents shall be submitted in a *sealed and signed envelope* indicating the Procurement title together with the name of the Bidder, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.
8. The physical bidding documents shall be submitted personally or via courier on or before the set deadline and time at the:

**Bids and Awards Committee Secretariat Office**  
**3<sup>rd</sup> Floor, Agustin I Building**  
**Emerald Avenue, Ortigas Center**  
**Pasig City**

9. The OPAPRU shall conduct an evaluation/inspection of goods to be supplied/procured before an award shall be issued.
10. Subcontracting is not allowed.
11. The delivery of goods shall be completed within \_\_\_\_\_ calendar days from receipt of Job/Purchase Order.



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12. The place of delivery will be at:

**DPWH-RES Compound,  
Mintex, Datu Odin Sinsuat,  
Maguindanao**

13. Payment shall be made to the supplier or distributor within thirty (30) calendar days from complete delivery and submission of pertinent documents for payment as required under existing laws.
14. Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.
15. The OPAPRU 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 RA 9184.



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QUOTATION FORM

Office of the Presidential Adviser on Peace, Reconciliation and Unity  
Agustin I Building, F. Ortigas Jr. Road,  
Ortigas Center, Pasig City

Dear Sir/Ma'am:

After having carefully read and accepted your terms and conditions, we are pleased to quote you for the following items:

Lot	Technical Requirements	Quantity	Statement of Compliance	Unit Cost	Total Cost
1	4x4 Model 2019 above, updated OR/CR, Manual or Automatic, Good and running condition, Inclusive of vehicle maintenance (change tire, oil, brake pad and brake shoe) and Excluding Drivers  <b>Route: Entire Mindanao</b>	12-units SUV			
2	4x4 Model 2019 above, updated OR/CR, Manual or Automatic, Good and running condition, Inclusive of vehicle maintenance (change tire, oil, brake pad and brake shoe) and Excluding Drivers  <b>Route: Entire Mindanao</b>	10-units Pick-Ups			



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3	Model 2019 above, updated OR/CR, Good and running condition, Inclusive of vehicle maintenance (change tire, oil, brake pad and brake shoe) and Excluding Drivers  <b>Route: Entire Mindanao</b>	8-units Vans			
<b>GRAND TOTAL</b>					

Prices in the above offer are certified true and correct.

Sincerely,

\_\_\_\_\_  
(Signature over Printed Name of the Authorized Representative)

Company Name: \_\_\_\_\_  
Contact No: \_\_\_\_\_  
Email Address: \_\_\_\_\_



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ANNEX A

TECHNICAL SPECIFICATION

**Title of Procurement Project:** Vehicle Rentals for Peace Process related Operations of OPAPRU Units in Mindanao on **01-13 June, 2022.**

Item	Quantity	Unit	Description
1	12	units	SUVs
			-4x4, Model 2019 above, updated OR/CR, Manual or Automatic, Good and running condition, Inclusive of vehicle maintenance; (Change tire, Oil, brake pad and brake shoe) -Excluding drivers <i>Route: Entire Mindanao</i>
2	10	units	PICK-UPS
			-4x4, Model 2019 above, updated OR/CR, Manual or Automatic, Good and running condition, Inclusive of vehicle maintenance; (Change tire, Oil, brake pad and brake shoe) -Excluding drivers <i>Route: Entire Mindanao</i>
3	8	units	VANs
			-Model 2019 above, updated OR/CR, Good and running condition, Inclusive of vehicle maintenance; (Change tire, Oil, brake pad and brake shoe) -Excluding drivers <i>Route: Entire Mindanao</i>

Prepared by:

  
MANUELITO M. MORCILLO  
AAIV-JND

Noted by:

  
DIR. FARRAH GRACE V. NAPARAN  
Chief of Staff, JND