



**Office of the President of the Philippines**  
**OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS**

**REQUEST FOR QUOTATION**

16 March 2022

The Office of the Presidential Adviser on the Peace Process (OPAPP), intends to apply the sum of Eight Hundred Eighty Thousand Pesos (PhP880,000.00), being the Approved Budget for the Contract (ABC) for the Negotiated Procurement, as defined under section 53.9 of the IRR of RA 9184, for the rental of vehicles for the period of 25 March 2022 to 8 April 2022. Delivery of vehicles is on 24 March 2022. Details of which are as follows:

<b>Lot</b>	<b>Goods</b>	<b>Quantity</b>	<b>Requirements</b>
<b>1</b>	Utility Vans	9	<ul style="list-style-type: none"><li>• 2020 Vehicle Model</li><li>• Valid and Updated OR-CR</li><li>• Lessor must be the absolute owner of the vehicle or must have a notarized special power of attorney for vehicles not owned by the lessor.</li><li>• Self-drive.</li><li>• Preventive maintenance shall be for the account of the lessor.</li><li>• Engine displacement not exceeding 2200 cc for gasoline or 3000 cc for diesel.</li></ul>
<b>2</b>	SUVs	11	<ul style="list-style-type: none"><li>• 2020 Vehicle Model</li><li>• Valid and Updated OR-CR</li><li>• Lessor must be the absolute owner of the vehicle or must have a notarized special power of attorney for vehicles not owned by the lessor.</li><li>• Self-drive</li><li>• Preventive maintenance shall be for the account of the lessor.</li><li>• Engine displacement not exceeding 2000 cc for</li></ul>


			gasoline or 3000 cc for diesel.
3	Pick-up 4x4	2	<ul style="list-style-type: none"> <li>• 2020 Vehicle Model</li> <li>• Valid and Updated OR-CR</li> <li>• Lessor must be the absolute owner of the vehicle or must have a notarized special power of attorney for vehicles not owned by the lessor.</li> <li>• Self-drive.</li> <li>• Preventive maintenance shall be for the account of the lessor.</li> <li>• Engine displacement not exceeding 2200 cc for gasoline or 3000 cc for diesel.</li> </ul>

The OPAPP now invites contractors/suppliers to submit price quotations for the above items.

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

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 8636 0706 local 871 or at [bac.secretariat@peace.gov.ph](mailto:bac.secretariat@peace.gov.ph)

Sincerely,

  
**Glithe Mary G. Medina**  
 AA II  
 Administrative Department

Noted by:

  
**Paulmark R. Martinez**  
 Administrative Department

## **TERMS & CONDITIONS**

- a) The ABC is inclusive of applicable taxes, fees, and/or levies payable.
- b) The contract shall be awarded to the lowest and responsive bid. Bid amount exceeding the ABC shall be automatically disqualified.
- c) The price quotation must be valid for fifteen (15) calendar days from the date of submission of bids.
- d) Bidder shall submit its quotation and all the required documents as well as the following documents with all its pages on or before *21 March 2022*, 10am, on the place specified below:
  - 1. Mayor's/Business Permit
  - 2. PhilGEPS Registration Number
  - 3. Income/Business Tax Return
  - 4. Omnibus Sworn Statement: *Original Copy*

None submission of any or all of the document will be declared ineligible to bid and hence, the bid shall be disqualified.

The above documents shall be submitted in a sealed envelope with the name of the sender, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.

Submit your bidding documents at:

*BAC Secretariat's Office  
3<sup>rd</sup> Floor, Agustin I Bldg.  
F. Ortigas Jr. Road  
Ortigas Center  
Pasig City*

- e) Late bids shall not be accepted. If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline for submission of bids.
- f) OPAPP shall conduct evaluation/inspection of goods to be supplied to OPAPP before an award shall be issued.
- g) Subcontracting is not allowed.
- h) Place of Delivery
  - 6<sup>th</sup> Floor, Agustin I Bldg.  
F. Ortigas Jr. Road  
Ortigas Center  
Pasig City*
- i) Payment shall be made to the supplier or distributor within thirty (30) calendar days after the complete delivery and installation, and their inclusions, after the issuance of the Inspection and Acceptance Report by the OPAPP, subject to the submission of complete documentary requirements for payment.
- j) 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.
- k) All vehicles must be Autosweep and Easytrip RFID-ready.

- l) All vehicles must have a valid vehicle insurances as required by existing laws.
- m) All vehicles must be road-worthy for Luzon-wide travel.

**QUOTATION FORM**

OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS  
Agustin I Bldg.  
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:

<b>Lot</b>	<b>Technical Requirements</b>	<b>Statement of Compliance</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
<b>1</b>	Utility Vans		9		
<b>2</b>	SUVs		11		
<b>3</b>	Pick-up 4x4		2		

Prices in the above offer are certified true and correct.

Sincerely,

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

Company Name: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Email Add: \_\_\_\_\_