

Office of the Vice President of the Philippines

REQUEST FOR QUOTATION

Reference No.: 2020-102
Posting Date: July 6, 2020

The Office of the Vice President (OVP), through its Administrative Division, will undertake a Small Value Procurement for the Project "*Bus Rental for Stranded Individuals from Provinces of Region V*" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Bus Rental for Stranded Individuals from Provinces of Region V
Approved Budget : Three Hundred Twelve Thousand Pesos (P312,000.00)
for the Contract
Specifications : Please see attached Annex "A"
Delivery Address : No. 100 10th St., Brgy. Mariana, New Manila, Quezon City

Interested suppliers are required to submit the following documents:

1. Valid and current Mayor's/Business Permit;
2. PhilGEPS Registration Certificate;
3. Notarized Original Omnibus Sworn Statement;
4. Compliance to the Technical Specifications (Annex "A"); and
5. Accomplished Price Quotation Form (Annex "B").

Use of forms other than the attached OVP prescribed Price Quotation Form and Technical Specifications is not acceptable.

Submission of quotation and eligibility documents is on or before 9:00 a.m. of July 8, 2020 at the Property and Procurement Unit, 7th Floor, Ben-Lor Building, 1184 Quezon Avenue, Quezon City. Submission of quotation and eligibility documents may be done manually, through facsimile at telefax no. 370-1716 local 129, or via email at bacsecretariat@ovp.gov.ph.

The OVP reserves the right to accept or reject any price quotation, to annul the procurement process, and to reject all price quotation at any time prior to contract award, without thereby incurring any liability to affected bidder/s or any person.

For inquiries, you may contact us at telephone number 370-1724 local 128 to 129.


SOFIA C. YANTO-ABAD
BAC Chairperson

TECHNICAL SPECIFICATIONS

Bidders must state "**Comply**" in the column "Statement of Compliance" against each of the individual parameters of each "Requirement." Please do **not** just place check in the bidder's "Statement of Compliance."

Requirement	Statement of Compliance
Clean, sanitized, and air-conditioned vehicle <ul style="list-style-type: none"> ○ With Driver ○ With seating capacity of 40 to 45 person ○ Pick up from Manila to selected drop of points per Province in Region V ○ Travel date is to be provided during actual implementation 	
Driver must be in uniform	
The procuring entity reserves the right the inspect each and every vehicle and demand an immediate replacement should problem/issues arise	
Must have available service/replacement unit during emergency situation such as accidents and breakdown	
Must have Comprehensive Insurance Coverage (CIC), Third Party Liability (TPL), Bodily Injury (BI), and Auto Passenger Insurance Coverage (APIC)	
Must be inclusive of all taxes, duties and other services (i.e. fuel, driver's meal, fuel cost, toll fees, parking fees and accommodation of driver and all applicable charges)	
The supplier shall ensure the privacy and security of any and all confidential, privileged, personal, and/or sensitive personal information, that the parties, their officers, employees, or agents may have access to; and shall store, use, dispose, and otherwise process the said confidential, privileged, personal, and/or sensitive personal information in accordance with Republic Act 10173 otherwise known as the "Data Privacy Act (DPA) of 2012"; its Implementing Rules and Regulations (IRR); and applicable issuances issued by the National Privacy Commission (NPC)	
Number of units to be used per area may change upon project implementation	
Billing shall be based on the rate of actual utilization per area but shall not exceed the contract prize	

I hereby certify to comply and deliver all the above Technical Specification.

Name of Company/Bidder

Signature over Printed Name

Date

PRICE QUOTATION FORM

Date

The Administrative Division

Office of the Vice President
7th Floor, Ben-Lor Building
1184 Quezon Avenue, Quezon City

Sir/Madam:

- (1) After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ), hereunder is our quotation/s for the item/s as follows:

Project	Item Description	Qty	Unit Price	Total Price
Bus Rental for Stranded Individuals from Provinces of Region V	Manila to Camarines Norte/ Camarines Sur	1		
	Manila to Albay	1		
	Manila to Sorsogon	1		
	Total (inclusive of VAT)			
	Note: 1. Actual quantity per item may change during actual implementation, subject to issuance of an amended contract provided further that any increase in the total amount shall not exceed ten percent (10%) of the original contract price.			

- (2) We undertake to deliver above service per technical specifications; and
- (3) We agree to abide by this quotation/bid for a period of sixty (60) days after the date of deadline of submission specified in your RFQ.

(Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact Number