

Date: December 21, 2022

GENTLEMEN:

**REQUEST FOR QUOTATION**

Kindly quote to us your latest price(s) on the following item(s):

QUANTITY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
1 ( ONE )	LOT	<b>SUPPLY AND DELIVERY OF ONE (1) UNIT OF MOTOR VEHICLE FOR THE DEPARTMENT OF TOURISM NATIONAL CAPITAL REGION</b>	
		<b>PROJECT TITLE: PROCUREMENT OF MULTI-PURPOSE VEHICLE</b>	
		<b>I. TECHNICAL SPECIFICATIONS</b>	
		<ul style="list-style-type: none"> <li>• Engine displacement not exceeding 1600cc for gasoline 2800 cc for diesel, or alternative fuel vehicle</li> <li>• With overall dimensions: 4,735 x 1,830 x 1,795mm</li> <li>• (+/- 200mm per dimension)</li> <li>• 5-speed Manual or Automatic Transmission</li> <li>• With 7 seating capacity (Excluding driver's seat) with spacious leg room</li> <li>• <b>With the following Safety and Security features:</b> SRS Airbags on Drivers and Front Passenger, Anti-lock Brake System, Vehicle Stability Control, Hill-Start Assist Control</li> <li>• With Air Conditioner</li> <li>• All seat with seatbelts and reclining</li> <li>• Ventilated Discs for Front and Rear Breaks</li> <li>• Must be at least 2022 or latest model</li> <li>• With accessory connector, push start ignition system and USB charging ports</li> <li>• In black or silver color finish (Project officer must be able to choose the color finish of the vehicle)</li> </ul>	
		<b>II. QUALIFICATION AND REQUIREMENTS OF BIDDERS</b>	
		<ul style="list-style-type: none"> <li>• Legally registered motor vehicle enterprise operating in the Philippines</li> <li>• Available repair and service center</li> <li>• 24/7 Vehicle Service Center</li> <li>• Parts of the above mentioned unit must be available in Luzon</li> <li>• Vehicle ready and available for release maximum of forty-five days upon receipt of notice to proceed;</li> <li>• At least 1-year comprehensive insurance</li> <li>• Free LTO Registration for 2 years</li> <li>• Must be Luzon based</li> <li>• Warranty and maintenance</li> <li>• Accept Government payment process</li> </ul>	
		<b>III. DELIVERY SCHEDULE AND LOCATION</b>	
		Within forty-five (45) calendar days upon receipt of the Notice to Proceed to be delivered to DOT NCR Regional Office to the following address:	

		351 DOT Building, Sen. Gil Puyat Avenue, Makati City	
		<b>IV. DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:</b>	
		<ul style="list-style-type: none"> <li>• Valid Mayor's/Business Permit</li> <li>• Company Profile</li> <li>• Product Profile/Brochure for the abovementioned unit</li> <li>• Registration Certificate from Securities and Exchange Commission or DTI Business Name</li> <li>• Annual Income Tax Return</li> <li>• PhilGEPS Platinum Certificate</li> <li>• Omnibus Sworn Statement (Duly notarized Original and/or certified true copies)</li> </ul>	
		<b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b> <b>Pesos: ONE MILLIION PESOS ONLY (PhP1,000,000.00)</b> <i>(inclusive of Vat / applicable government taxes)</i>	
		<b>CONTACT PERSON</b> MR. ERNESTO S. TESTON STOO, Tourism Development Division ernitestion@tourism.gov.ph	
		<b>OTHER TERMS AND CONDITIONS</b> Processing of payment shall be initiated upon certification by the end-user of satisfactory completion of services and issuance of billing statements accompanied by supporting documents by the supplier. Payment must be made in accordance with prevailing accounting and auditing rules and regulations.	
		Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in <u>three (3) sets</u> – 1 original copy IN A <b>SEALED ENVELOPE</b> to this office address:  <b>DOT NCR BAC SECRETARIAT</b> <b>Mr. Lawrence J. Alcantara</b> – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City	
		Note: Deadline of submission is on <b>December 28, 2022 at 10:00 am</b>	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order.  
Thank you.

---

**PRINT NAME OF DEALER/SUPPLIER**

---

**ADDRESS OF DEALER/SUPPLIER**

---

**CONTACT NUMBER(s)**

**TIN:** \_\_\_\_\_

---

**LANDBANK ACCOUNT NUMBER**

---

**AUTHORIZED SIGNATURE OVER PRINT NAME**