



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 53.1

Date: NOVEMBER 27, 2020
 PR No: GF-20-09-01468B

Name of Company : _____
 Address : _____
 Contact No. : _____
 Project Title : **QUEZON CITY BUS AUGMENTATION PROGRAM (ROUTE 8 – QC HALL TO LRT 1 ROOSEVELT TO QC HALL)**
 Approved Budget for the Contract : **Php 14,406,000.00**
 End-User / Implementing Office : **Office of the City Mayor**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than

DECEMBER 1, 2020 10:00 AM Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI / SEC);
- 3 Mayor's/Business Permit (2020);
- 4 Tax Clearance;
- 5 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above);
- 6 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

Project Title: **QUEZON CITY BUS AUGMENTATION PROGRAM (ROUTE 8 – QC HALL TO LRT 1 ROOSEVELT TO QC HALL)**
Quezon City Local Government
BIDS AND AWARDS COMMITTEE
2/F Procurement Department, Finance Building
Quezon City Hall Compound

For any clarification you may contact us at 89884242 loc. 8505/8709.

↓ **ATTY. DOMINIC B. GARCIA**
 Officer-In-Charge/Head, BAC Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	Purchase of services from Bus Operator that will deploy City Buses according to the set departure interval in designated pick-up and drop-off points. Route: ROUTE 8 – QUEZON CITY HALL TO LRT 1 ROOSEVELT TO QUEZON CITY HALL <i>(With attached Terms of Reference which will form as integral part of the contract)</i>	TRIP	5,145		
Total Quoted Amount					

Amount in Words: _____

Delivery Period : Three (3) months and Fifteen (15) Calendar Days
 Warranty : _____

Other requirement:
1. Copy of detailed time schedule of bus deployment based on the set departure interval (Please refer to Section IV.1 of the Terms of Reference)
2. Copy of valid and existing Certificate of Public Convenience (CPC) for Public Utility Buses (PUB), or that Application for Extension of Validity of CPC has been filed for expired CPCs, or with Provisional Authority for PUB provided valid during the duration of contract subject to confirmation of LTRFB.
3. List of unique registration numbers of bus units to be provided in the City. The bidder/bus operator must have a fleet size of twenty (20) buses. Minimum number of bus to be provided is: <ul style="list-style-type: none"> • Eight (8) units - QUEZON CITY HALL TO LRT 1 ROOSEVELT TO QUEZON CITY HALL
4. List of Names and Professional Driver's License Number of drivers involved in the Service Agreement.
5. Affidavit of Undertaking stating the following: <ul style="list-style-type: none"> • Have at least thirty (30) years of relevant transport experience. • Have at least one (1) existing Bus Depot located within Quezon City. • Have dedicated unit for safety, health and sanitation. • Fully responsible for the operations of the City Buses and ensure that the Driver operates the City Buses in accordance with applicable law. • Fully responsible for the payment of salary and other benefits to its Drivers as required by the

governing labor laws.

- Assign one (1) driver for each City Bus deployed.
- Have a sign by the door of the bus that prominently states "No Face Mask and No Face Shield, No Ride"
- Have one (1) Thermal Scanner for each bus.
- For Contact Tracing (please refer Section IV.3.c.i of the Terms of Reference).
- The bidder/bus operator should not have similar proprietors, partners and directors for the route being bid of the Quezon City Bus Augmentation Program.

6. Affidavit of Undertaking stating the following:

- 1. Conditions of the Bus Units
(Please refer to Section VIII.2 of the Terms of Reference).
- 2. Requirements for the Drivers
(Please refer to Section VIII.3 of the Terms of Reference).
- 3. Ridership Tracking
(Please refer to Section VIII.4 of the Terms of Reference).

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address