



Republic of the Philippines  
**QUEZON CITY GOVERNMENT**  
**BIDS AND AWARDS COMMITTEE**  
2nd Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound



**REQUEST FOR QUOTATION**  
**NEGOTIATED PROCUREMENT**  
**SECTION 53.1**

Date: **JULY 5, 2021**  
PR No: **GF-20-09-01627E**

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **Procurement of Motor Vehicle**  
Approved Budget for the Contract : **Php 1,350,000.00**  
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 **JULY 08, 2021 11:00 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 (2021);
- 4 Tax Clearance;
- 5 Income/Business Tax Return (for FY 2020) (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: **Procurement of Motor Vehicle**  
**Quezon City Local Government**  
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For any clarification you may contact us at 89884242 loc. 8505/8709.

**(Sgd.) ROWENA T. MACATAO**  
Chairperson, BAC- Goods and Services

**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	<b>MOTOR VEHICLE</b> Body type: MPV Transmission type: automatic Engine size: 1.5L Displacement: 1,496cc No. of cylinders: 4 No. of valves: 16 valve Transmission category: 4-speed automatic Power train: rear-wheel drive Maximum output: 103HP at 6,000RPM Maximum torque: 136 NM at 4,200 RPM Fuel type: gasoline Fuel capacity: 45 liters Dimension: Length: 4,190mm Width: 1,695mm Height: 1,865mm Wheelbase: 2,655mm Turning circle: 9.4mm Ground clearance: 200mm No. of doors: 5 Seating capacity: 7 Wheel size: 15 inches Wheel metal type: alloy Airconditioning system: manual air conditioning Entertainment system: 8-inch infotainment system Warranty: 3 years (100,000KM) Color: black or grey To include: 3 years LTO Registration 1 year insurance Tint, matting, seat cover, early warning device, keychain, tools	UNIT	1		
<b>Total Quoted Amount</b>					

Amount in Words: \_\_\_\_\_

<b>Other requirement:</b>
1. Copy of Authority to Sell from the Manufacturer/Distributor/ Dealer of the Vehicle being offered which includes guarantee on after-sales services and availability of parts
2. Statement of Warranty ( 3 Years )/ 100,000KM
3. List of after-sales/maintenance services facilities located within Metro Manila

Delivery Period : Fifteen (15) Calendar Days  
 Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address