



REPUBLIC OF THE PHILIPPINES
PUBLIC-PRIVATE PARTNERSHIP
CENTER

8th Floor, One Cyberpod Centris, EDSA cor. Quezon Ave., Brgy. Pinyahan, Quezon
Tel. No. 8709-4146 / 8929-39-71 (Telefax); website: www.ppp.gov.ph

REQUEST FOR QUOTATION

PERIODIC MAINTENANCE/CHECK-UP OF 11 UNITS OF TOYOTA VEHICLES

RFQ NO.: 2020-06-014
September 21, 2020

To All Bidders:

The Public-Private Partnership Center of the Philippines invites eligible bidders to quote their lowest price/s for the item/s listed on the attached Request for Quotation (RFQ) form including the total amount in legible style (preferably typewritten).

The quotation may be submitted manually in a sealed envelope labeled with the RFQ number to the PPPCP, BAC Secretariat, c/o Ms. Mildred A. Castillo, of the above address or through electronic mail at procurement@ppp.gov.ph on or before 5:00pm on September 28, 2020, subject to the following terms and conditions:

The electronic submission procedure shall be as follows:

- Quotations shall be sent to the email account/address indicated above. Quotations addressed to any email account/address other than the one indicated above will be deemed "not submitted" by the bidder and will not be considered by the PPP Center.
- Bidders shall ensure that the eligibility and technical requirements/documents as well as the price quotation are received at the email account/address indicated above on or before the prescribed deadline. If only the eligibility and technical requirements/documents are received from the bidder on the prescribed deadline, while the price quotation is received beyond the deadline, the submission will not be accepted.
- Bidders shall avoid sending multiple emails. However, in case of receipt of multiple emails, ONLY the latest email containing the eligibility and technical requirements/documents and price quotation received on or before the deadline shall be considered.

The mode of procurement is Small Value Procurement. Quotation should not exceed the following total Approved Budget for the Contract (ABC) for the following lots:

	ABC	For Plate No./s
Lot 1	36,000.00	LHM 512 (Toyota Innova)
Lot 2	19,500.00	LHM 513 (Toyota Innova)
Lot 3	20,500.00	LHM 514 (Toyota Innova)
Lot 4	16,500.00	LHM 524 (Toyota Innova)
Lot 5	26,500.00	YY 5606 (Toyota Innova)
Lot 6	28,000.00	YY 5382 (Toyota Innova)
Lot 7	20,000.00	YY 8249 (Toyota Innova)
Lot 8	36,000.00	SKW 203 (Toyota Innova)
Lot 9	18,000.00	SKM 965 (Toyota Innova)
Lot 10	22,500.00	LHM 521 (Toyota Innova)
Lot 11	23,500.00	LHM 523 (Toyota Innova)
TOTAL	267,000.00	

- Quotation must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions.
- Quotation must be submitted using the attached prescribed form duly signed by the bidder's authorized representative. Supplemental information using your company stationery shall be attached to reflect the complete specification of bid e.g., brand name, model, pictures/brochures/literature, etc.
- General Requirements for the Service Provider:
 - Service Center must be located within Metro Manila;
 - Must be an authorized Service Center of the vehicles. Dealer's Agreement with manufacturer or or any equivalent document to prove that it is an authorized Service Center will be required during be required during post-qualification of the bidder with the lowest calculated quotation; and
 - Defective parts should only be replaced by an Original Equipment Manufacturer (OEM) parts.
- Quotation must be accompanied with the following documents:

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| √ | Valid Mayor's/Business Permit or in its absence, expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract but before payment; |
| √ | PhilGEPS Certificate of Registration or PhilGEPS Registration Number (as condition for award); |
| √ | Signed and Conformed Technical Specifications; and |
| √ | Duly notarized Omnibus Sworn Statement (OSS) for ABCs above Php50,000.00. Unnotarized OSS may be submitted subject to compliance with the submission of duly notarized OSS after award of contract but before payment as provided for under GPPB Resolution No. 09-2020. |
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| √ | Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award. |
| √ | Award shall be made to the Lowest Calculated and Responsive Quotation or Single Calculated and Responsive Quotation. |
| √ | Bids should be valid for a minimum of one (1) month from deadline of submission of bids. |
| √ | Procured items must be served/provided to PPP Center. |
| √ | Payment shall be made seven (7) working days after receipt of billing statement. |

The payment will be through Expanded Modified Direct Payment Scheme (Ex-MDPS) either by direct credit to the winning bidder's bank account maintained at Land Bank of the Philippines (LBP), or bank transfer in non LBP accounts where corresponding bank charges shall be borne/paid by the payee.

In case you do not receive any communication from PPPCP one (1) month from the deadline indicated above, it will mean that the award was not made in your favor. PPPCP reserves the right to accept any or all quotation/bid and to annul bidding process and reject all quotations/bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact the BAC Secretariat c/o Ms. Mildred A. Castillo in the above address/telephone number or email at procurement@ppp.gov.ph.

Very truly yours,

Laranang Maria Theresa Lutrania Digitally signed by Laranang Maria Theresa Lutrania
Date: 2020.09.21 13:55:19 +08'00'

MARIA THERESA L. LARANANG
Chairperson, Bids and Awards Committee



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REQUEST FOR QUOTATION

21 September 2020

Lot No.	Qty.	Unit	ITEM/DESCRIPTION	UNIT Price	Total (PhP)
1	1	lot	Supply of labor and materials for the conduct of 125,080 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number LHM 512		
2	1	lot	Supply of labor and materials for the conduct of 112,566 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number LHM 513		
3	1	lot	Supply of labor and materials for the conduct of 142,978 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number LHM 514		
4	1	lot	Supply of labor and materials for the conduct of 93,343 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number LHM 524		
5	1	lot	Supply of labor and materials for the conduct of 47,599 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number YY 5606		
6	1	lot	Supply of labor and materials for the conduct of 52,717 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number YY 5382		
7	1	lot	Supply of labor and materials for the conduct of 45,326 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number YY 8249		
8	1	lot	Supply of labor and materials for the conduct of 125,671 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number SKW 203		
9	1	lot	Supply of labor and materials for the conduct of 104,280 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number SKM 965		
10	1	lot	Supply of labor and materials for the conduct of 140,000 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number LHM 521		
11	1	lot	Supply of labor and materials for the conduct of 100,129 kilometer periodic maintenance/check-up of Toyota Innova with Plate Number LHM 523		
			Please see attached Technical Specifications for the General Requirements, Warranty and Scope of Work for each vehicle.		
TOTAL					
(Bidders, Please Provide complete information below)					
Retrieved on:			Name/Designation:		
			Name of Company:		
			Address:		
			Telephone/Fax:		
			TIN:		
Revised/Updated as of 01 January 2016					

Technical Specifications

Preventive Maintenance and Replacement of Defective Parts for Various Toyota Motor Vehicles

Item No.	Technical Specifications	Quantity	Statement of Compliance (must state "Comply" or "Not Comply")
1	<p>GENERAL REQUIREMENTS</p> <p>Service Center must be located within Metro Manila</p> <p>Must be an authorized Toyota Motors Philippines (TMP) Service Center</p> <p>Parts should only be replaced by an Original Equipment Manufacturer (OEM) Toyota parts</p>		
2	<p>140,000 km Periodic Maintenance Service plus General Check-up</p> <p>Coverage: Toyota Innova with Plate No. LHM 521</p> <p>Completion Period: : Five (5) days upon receipt of JO</p> <p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p> <p>Scope of Work: Inspect/check/correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil filter • Gasket • Engine oil • Spark plugs • Brake cleaner • Stop squeals • Fuel system drier • Engine treatment • Carbon ridding • Brake lining and drum • Car care • Room coat • Tire Monitoring • Miscellaneous 		
3	<p>142,978 km Periodic Maintenance Service plus General Check-up</p> <p>Coverage:</p>		

	<p>Toyota Innova with Plate No. LHM 514</p> <p>Completion Period: : Five (5) days upon receipt of JO</p>		
	<p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p>		
	<p>Scope of Work: Inspect/check/correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil filter • Gasket • Engine oil • Spark plugs • Brake cleaner • Stop squeals • Fuel system drier • Engine treatment • Carbon ridding • Brake lining and drum • Car care • Room coat • Tire Monitoring • Miscellaneous 		
4	<p>125,671 km Periodic Maintenance Service plus General Check-up</p>		
	<p>Coverage: 1. Toyota Innova with Plate No. SKW 203</p> <p>Completion Period: : Five (5) days upon receipt of JO</p>		
	<p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p>		
	<p>Scope of Work: Inspect/check/correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Gasket • Oil filter • Engine oil • Engine Flush • Injector Cleaner • Engine Treatment • Aircon Cleaning • Tank receiver 		

	<ul style="list-style-type: none"> • Valve Expansions • Air Refiner • Freon • Aircon system • Brake system • Miscellaneous 		
5	125,080 km Periodic Maintenance Service plus General Check-up		
	Coverage: Toyota Innova with Plate No. LHM 512 Completion Period: : Five (5) days upon receipt of JO		
	Warranty: <u>Six (6) months on workmanship and back work/job</u>		
	Scope of Work: Inspect/check/correct or replace if necessary defective parts, including but not limited to: <ul style="list-style-type: none"> • Gasket • Oil filter • Engine oil • Engine Flush • Injector Cleaner • Engine Treatment • Aircon Cleaning • Tank receiver • Valve Expansions • Air Refiner • Freon • Aircon system • Brake system • Miscellaneous 		
6	112,566 km Periodic Maintenance Service plus General Check-up		
	Coverage: Toyota Innova with Plate No. LHM 513 Completion Period: Five (5) days upon receipt of JO		
	Warranty: <u>Six (6) months on workmanship and back work/job</u>		
	Scope of Work:		

	<p>Inspect/check/correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil filter • Engine oil • Brake fluid • Injection Cleaner • Engine Flush • Fuel Filter • Coolant • Brake system • Engine Treatment • Tank receiver • Valve Expansions • Air Refiner • Freon • Air Con system • Miscellaneous 		
7	<p>104,280 km Periodic Maintenance Service plus General Check -up</p>		
	<p>Coverage:</p> <p>Toyota Innova with Plate No. SKM-965</p> <p>Completion Period: Five (5) days upon receipt of JO</p>		
	<p>Warranty: <u>Six (6) months on workmanship and back work/job\</u></p>		
	<p>Scope of Work:</p> <p>Inspect and correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil and Engine Filter • Coolant • Pad Kit, Disc Brake • Brake Fluid • Oil Filter • Gasket • Fuel Filter • Injection Cleaner • Engine Flush • Engine Treatment • Brake Cleaner • Airconmatic PMS/Deodorize AC system • Aircon Chemicals and Aircon Fixing • Miscellaneous 		

8	100,129 km Periodic Maintenance Service plus General Check -up		
	<p>Coverage:</p> <p>Toyota Innova with Plate No. LHM-523</p> <p>Completion Period: Five (5) days upon receipt of JO</p>		
	<p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p>		
	<p>Scope of Work:</p> <p>Inspect and correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil and Engine Filter • Coolant • Pad Kit, Disc Brake • Brake Fluid • Oil Filter • Gasket • Fuel Filter • Injection Cleaner • Engine Flush • Engine Treatment • Brake Cleaner • Airconmatic PMS/Deodorize AC system • Aircon Chemicals and Aircon Fixing • Miscellaneous 		
9	93,343 km Periodic Maintenance Service plus General Check-up		
	<p>Coverage:</p> <p>Toyota Innova with Plate No. 523</p> <p>Completion Period: : Five (5) days upon receipt of JO</p>		
	<p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p>		
	<p>Scope of Work:</p> <p>Inspect/check/correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil filter • Gasket • Engine oil • Brake cleaner • Stop squeals 		

	<ul style="list-style-type: none"> • Fuel system drier • Engine treatment • Carbon ridding • Brake lining and drum • Car care • Room coat • Tire Monitoring • Miscellaneous 		
10	52,717 km Periodic Maintenance Service plus General Check -up	1 lot	
	<p>Coverage:</p> <p>Toyota Innova with Plate No. YY-5382</p> <p>Completion Period: : Five (5) days upon receipt of JO</p>		
	Warranty: <u>Six (6) months on workmanship and back work/job</u>		
	<p>Scope of Work:</p> <p>Inspect and correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil and Engine Filter • Coolant • Pad Kit, Disc Brake • Brake Fluid • Oil Filter • Gasket • Fuel Filter • Injection Cleaner • Engine Flush • Engine Treatment • Brake Cleaner • Airconmatic PMS/Deodorize AC system • Aircon Chemicals and Aircon Fixing • Miscellaneous 		
11	47,599 km Periodic Maintenance Service plus General Check -up	1 lot	
	<p>Coverage:</p> <p>Toyota Innova with Plate No. YY 5606</p> <p>Completion Period: : Five (5) days upon receipt of JO</p>		
	Warranty: <u>Six (6) months on workmanship and back work/job</u>		

	<p>Scope of Work:</p> <p>Inspect and correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil and Engine Filter • Coolant • Pad Kit, Disc Brake • Brake Fluid • Oil Filter • Gasket • Fuel Filter • Injection Cleaner • Engine Flush • Engine Treatment • Brake Cleaner • Airconmatic PMS/Deodorize AC system • Aircon Chemicals and Aircon Fixing <p>Miscellaneous</p>		
12	45,326 km Periodic Maintenance Service plus General Check -up	1 lot	
	<p>Coverage:</p> <p>Toyota Innova with Plate No. YY 8249</p> <p>Completion Period: : Five (5) days upon receipt of JO</p>		
	<p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p>		
	<p>Scope of Work:</p> <p>Inspect and correct or replace if necessary defective parts, including but not limited to:</p> <ul style="list-style-type: none"> • Oil and Engine Filter • Coolant • Pad Kit, Disc Brake • Brake Fluid • Oil Filter • Gasket • Fuel Filter • Injection Cleaner • Engine Flush • Engine Treatment • Brake Cleaner • Airconmatic PMS/Deodorize AC system • Aircon Chemicals and Aircon Fixing <p>Miscellaneous</p>		

CONFORME:

Name of Company/Prospective Bidder

By:

Printed Name and Signature of Authorized Representative

Date