



REPUBLIC OF THE PHILIPPINES
PUBLIC-PRIVATE PARTNERSHIP
CENTER

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

REQUEST FOR QUOTATION

PREVENTIVE MAINTENANCE FOR SIX (6) TOYOTA INNOVA VEHICLES

RFQ NO.: 2021-05-023
May 11, 2021

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 May 17, 2021, subject to the following terms and conditions:

- The electronic submission procedure shall be as follows:
 - Quotations shall be sent through 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 total Approved Budget for the Contract (ABC) for this procurement on a per lot basis:

	Particulars	ABC
Lot 1	Periodic Maintenance/Check-up for Toyota Innova with Plate Number SKW -203	₱35,000.00

Lot 2	Periodic Maintenance/Check-up for Toyota Innova with Plate Number LHM-513	₱18,100.00
Lot 3	Periodic Maintenance/Check-up for Toyota Innova with Plate Number LHM-524	₱18,100.00
Lot 4	Periodic Maintenance/Check-up for Toyota Innova with Plate Number LHM-523	₱17,600.00
Lot 5	Periodic Maintenance/Check-up for Toyota Innova with Plate Number SKM-965	₱17,600.00
Lot 6	Periodic Maintenance/Check-up for Toyota Innova with Plate Number YY 5606	₱23,300.00

₱129,700.00

- 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 RFQ form. 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.
- Quotation must be accompanied with the following documents:

√	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; and
√	PhilGEPS Certificate of Registration under Platinum Membership or PhilGEPS Registration Number (can be submitted by the bidder as condition to award).
√	Duly notarized Omnibus Sworn Statement (OSS). 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.
√	Signed and Conformed Technical Specifications and Schedule of Requirements.

- 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,


MARIA THERESA L. LARANANG
 Chairperson, Bids and Awards Committee



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11 May 2021

Item No.	Qty.	Unit	ITEM/DESCRIPTION	UNIT Price	Total (Php)
Lot 1			Supply of Labor and Materials for the conduct of the Periodic Maintenance/Check-up of the following Toyota Innova Vehicles with Plate Numbers: 1. SKW 203 (10,000 kilometers)		
Lot 2			2. LHM 513 (5,000 kilometers)		
Lot 3			3. LHM 524 (5,000 kilometers)		
Lot 4			4. LHM 523 (5,000 kilometers)		
Lot 5			5. SKM 965 (5,000 kilomters)		
Lot 6			6. YY 5606 (5,000 kilometers)		
			See attached Technical Specifications and Schedule of Requirements		
(Bidders, Please Provide complete information below)					
Farmed-out:			Signature:		
Retrieved on:			Name/Designation:		
			Name of Company:		
			Address:		
			Telephone/Fax:		
			TIN:		

Schedule of Requirements (Annex A)

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

Item No.	Technical Specifications	Quantity	Contract Duration
1	10,000 km Periodic Maintenance Service for SKW 203	1 lot	<u>Seven (7) calendar days from signing/execution of Job Order</u>
2	5,000 km Periodic Maintenance Service plus General Check-up Coverage: 1. Toyota Innova with Plate No. LHM 513 2. Toyota Innova with Plate No. LHM 524 3. Toyota Innova with Plate No. LHM 523 4. Toyota Innova with Plate No. SKM 965 5. Toyota Innova with Plate No. YY 5606	5 lots	<u>Seven (7) calendar days from signing/execution of Job Order</u>
	Warranty		<u>Six (6) months on workmanship and back work/job must be done within two (2) calendar days</u>

I hereby certify to comply and deliver all the above requirements.

Name of Company/Prospective Bidder

By:

Printed Name and Signature of Authorized Representative

Date

Technical Specifications (Annex B)

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>139,854km Periodic Maintenance Service plus General Check-up</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 • Engine oil • Tune up • Aircon Cleaner • Airconmatic PMS/Deodorize AC system • Interior Detailing • Brake Paste • Brake Cleaner • Tank Receiver • Valve Expansion • Battery test • Aircon Chemicals <p>Miscellaneous</p>	1 lot	
3	<p>123,495km Periodic Maintenance Service plus General Check-up</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 	1 lot	

	<ul style="list-style-type: none"> • Engine oil • Tune up • Aircon Cleaner • Airconmatic PMS/Deodorize AC system • Interior Detailing • Brake Paste • Brake Cleaner • Tank Receiver • Valve Expansion • Battery test • Aircon Chemicals • Miscellaneous 		
4	<p>105,871 km Periodic Maintenance Service plus General Check-up</p> <p>Coverage: Toyota Innova with Plate No. LHM-524</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 • Valve Expansions • Air Refiner • O ring • Freon • Aircon Flushing • Aircon Treatment • Aircon Chemicals • Miscellaneous 	1 lot	
5	<p>109,138 km Periodic Maintenance Service plus General Check-up</p> <p>Coverage: Toyota Innova with Plate No. LHM 523</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 	1 lot	

	<ul style="list-style-type: none"> • Engine oil • Brake fluid • Injection Cleaner • Engine Flush • Fuel Filter • Coolant • Brake Cleaner • Engine Treatment • Tank receiver • Valve Expansions • O ring • Air Refiner • Freon • Air Con Cleaning • Air Con Fixing • Miscellaneous 		
6	110,801 km Periodic Maintenance Service	1 lot	
	<p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p> <p>Scope of Work: 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 		
6	<p><u>58,055km Periodic Maintenance Service</u></p> <p>Warranty: <u>Six (6) months on workmanship and back work/job</u></p> <p>Scope of Work 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 		

	<ul style="list-style-type: none"> • Oil Filter • Gasket • Fuel Filter • Injection Cleaner • Engine Flush • Engine Treatment • Brake Cleaner • Airconmatic PMS/Deodorize AC system • Aircon Chemicals and Aircon Fixing • Miscellaneous 		
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CONFORME:

Name of Company/Prospective Bidder

By:

Printed Name and Signature of Authorized Representative

Date