



### REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for Procurement of Van Rental Services for the 2016 WCO Picard Conference, in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are as follows:

Name of Project : Procurement of Van Rental Services for the 2016 WCO Picard Conference

Location : External Affairs Committee

Approved Budget for the Contract: One Hundred Seventy Five Thousand Pesos  
(Php. 175,000.00)- inclusive of all applicable taxes

Specifications :

<b>QTY.</b>	<b>SPECIFICATIONS</b>
1 lot	<p>Van Rental Services</p> <ul style="list-style-type: none"><li>• One (1) unit van for September 24, 2016 and Four (4) units per day for September 25-30, 2016</li><li>• Destination: Airport to Hotel and vice versa and within Metro Manila</li><li>• Vehicle/s must standby at the conference venue</li><li>• Minimum use: 15 hours per day</li><li>• Vehicle year model must be at least 2011 and up with a 10-12 seater capacity</li><li>• Minimum engine displacement at 2.5L or 4 cylinders gasoline engine</li><li>• Fully air-conditioned</li><li>• All vehicle units are required to have drivers with uniforms</li><li>• Rental company must accept send-bill arrangement</li><li>• Rate offers must be expressed in terms of daily and weekly rates basis, inclusive of VAT, driver's food, fuel cost, toll fees and parking fees and all applicable taxes and charges</li><li>• Additional charges in excess of the minimum hours per day service should be indicated</li><li>• Rental company must be provide "best effort" basis replacement units on the day vehicles are restricted from the Unifies Vehicle Reduction Scheme (UVRRS) and during accidents and repairs with the same class and same carrying capacity</li><li>• Inclusive of comprehensive insurance coverage (CIC), third party liability (TPL), bodily injury (BIO) and Auto Passenger Insurance Coverage(APIC)</li><li>• Availability of a 24 hour action team to any road/traffic emergency situation such as accidents and breakdown.</li></ul>

Delivery Term: September 24-30, 2016

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI/SEC Certificate, PHILGEPS Registration Certificate, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before September 23, 2016, 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the bidder or his/her duly authorized representative/s.

The BOC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact us at Telefax no. 527-9757 or email us at bacsecretariat@customs.gov.ph.

Very truly yours,

  
**ATTY. ARTURO M. LACHICA, CESO II**  
Deputy Commissioner  
Internal Administration Group 

Annex "A"

### PRICE QUOTATION FORM

Date

The Bids and Awards Committee  
Bureau of Customs  
Port Area, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items as follows:

Quantity	Description	Unit Price	Total Price
1 lot	<p>Van Rental Services</p> <ul style="list-style-type: none"><li>• One (1) unit van for September 24, 2016 and Four (4) units per day for September 25-30, 2016</li><li>• Destination: Airport to Hotel and vice versa and within Metro Manila</li><li>• Vehicle/s must standby at the conference venue</li><li>• Minimum use: 15 hours per day</li><li>• Vehicle year model must be at least 2011 and up with a 10-12 seater capacity</li><li>• Minimum engine displacement at 2.5L or 4 cylinders gasoline engine</li><li>• Fully air-conditioned</li><li>• All vehicle units are required to have drivers with uniforms</li><li>• Rental company must accept send-bill arrangement</li><li>• Rate offers must be expressed in terms of daily and weekly rates basis, inclusive of VAT, driver's food, fuel cost, toll fees and parking fees and all applicable taxes and charges<ul style="list-style-type: none"><li>-driver's food</li><li>-fuel cost</li><li>-toll fees</li><li>-Parking fees</li><li>-other applicable taxes and charges</li></ul></li></ul>		

	<ul style="list-style-type: none"> <li>• Additional charges in excess of the minimum hours per day service should be indicated</li> <li>• Rental company must provide "best effort" basis replacement units on the day vehicles are restricted from the Unifies Vehicle Reduction Scheme (UVRRS) and during accidents and repairs with the same class and same carrying capacity</li> <li>• Inclusive of comprehensive insurance coverage (CIC), third party liability (TPL), bodily injury (BIO) and Auto Passenger Insurance Coverage(APIC)</li> <li>• Availability of a 24 hour action team to any road/traffic emergency situation such as accidents and breakdown.</li> </ul>		
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Total amount in words:

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name/ Signature of Representative

\_\_\_\_\_  
Name of Company

Mayor's Permit No. \_\_\_\_\_

PhilGEPS Registration No. \_\_\_\_\_

(Please submit the photocopies of the above documents upon submission of quotation)