PHILIPPINE COMPETITION COMMISSION
Ensuring businesses compete and consumers benefit

25/F Vertis North Corporate Center I,
North Avenue, Quezon City 1105
www.phcc.gov.ph
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(+632) 8771 9722
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REQUEST FOR PROPOSAL

Repair Services of Three (3) Motor Vehicles of the Philippine Competition Commission

P.R. No./Date Received: 2025-04-0059 / 02 Apr 2025 RFQ/P No. / Date: **2025-04-0048/ 11 Apr 2025**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached **Technical Specifications** subject to the Terms and Conditions and within the Approved Budget for the Contract.

Required Documents/Information to be submitted as Attachments to the Quotation:

- **Valid Mayor's/Business Permit / BIR Cetificate of Registration in case of individual.**
- **PhilGEPS Registration Number**
- **Notarized Omnibus Sworn Statement**
- **Signed Request for Proposal**
- **Signed Detailed Technical Specifications**

This pro-forma quotation maybe submitted through ***registered*** or ***electronic mail*** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to ***procurementunit@phcc.gov.ph*** or ***rngarcia@phcc.gov.ph*** on or before **Monday, 21 Apr 2025, 12:00 NN** subject to the following *Terms and Conditions:*

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC PBAC may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Technical Specifications.**
10. Please note that the **award of the procurement is on a per Item basis.**

Very truly yours,

redacted

redacted

Vice Chairperson, Bids and Awards Committee

Item	QTY	Unit	Total ABC	Item/Description	Unit Cost (PhP) *(To be filled-out by the supplier)*	Total Amount (PhP) *(To be filled-out by the supplier)*
				Repair Services of Three (3) Motor Vehicles of the Philippine Competition Commission		
1	1	Item	₱ 69,000.00	**2017 Nissan Urvan NV350**		
2	1	Item	₱ 60,000.00	**2016 Toyota Corolla Altis**		
3	1	Item	₱ 53,000.00	**2016 Toyota Corolla Altis**		
				(Please see attached Technical Specifications)		
Total ABC (Per Item)			₱ 182,000.00	**TOTAL Amount**		
Delivery Instructions:				*(Please see attached Technical Specifications)*		

*(Please provide **complete** information below)*

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____

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DETAILED TECHNICAL SPECIFICATIONS

Repair Services of Three (3) Motor Vehicles of the Philippine Competition Commission

I. BACKGROUND

The Administrative Office – General Services Division (AO-GSD) provides general support services including the provision of motor vehicles to effectively carry out the mandated functions, operational, and administrative requirements of the Philippine Competition Commission (PCC).

To ensure accountable and judicious use, proper upkeep, maintenance, and timely repair of the PCC motor vehicles, the AO-GSD will engage a service provider for the Repair Services of Three (3) Motor Vehicles of the Philippine Competition Commission (the "Project").

II. VEHICLE TYPOLOGY AND SCOPE OF WORK

The Service Provider shall perform the necessary works on the existing PCC motor vehicles as follows:

Item No.	Vehicle Typology	Scope of Work
1	Brand: **Nissan** Year and model: **2017 Urvan NV350** Plate number: **ABP 1057**	1. Pull down of air conditioning (AC) components 2. Perform flushing, cleaning, vacuum and leak test 3. Replace Compressor, Evaporator, Condenser, Expansion valves front & rear, filter drier, evaporator coil front, auxiliary fan motor, AC hose supply and return 4. Recharge refrigerant 5. Provide other necessary works, items, parts, materials and components to complete the Project 6. Perform carwash, deodorizer and under wash services
2	Brand: **Toyota** Year and model: **2016 Corolla Altis** Plate number: **ABP 1064**	1. Replace Rack and Pinion Assembly, Shock Mounting, Shock Absorber, Stabilizer Link and Tie rod end 2. Provide other necessary works, items, parts, materials and components to complete the Project 3. Perform carwash and under wash services

Item No.	Vehicle Typology	Scope of Work
3	Brand: **Toyota** Year and model: **2016 Corolla Altis** Plate number: **ABP 1062**	1. Replace Rack and Pinion Assembly, Tie Rod end, and Steering Coupling 2. Provide other necessary works, items, parts, materials and components to complete the Project 3. Perform carwash and under wash services

III. QUALIFICATIONS OF THE SERVICE PROVIDER

1. The Service Provider shall have at least one (1) established service center located within Quezon City.

2. The Service Provider shall assign and endorse at least one (1) service/sales advisor ("Advisor") to the Project. The Advisor shall be available to attend to the concerns of the authorized representative/s of the AO-GSD (the "End-user") as the need arises.

IV. RESPONSIBILITIES OF THE SERVICE PROVIDER

The Service Provider shall have the following responsibilities:

1. Ensure the availability of its service center/s during weekdays (Monday to Saturday) from 8:00 AM to 5:00 PM.

2. Ensure safety and safekeeping of PCC motor vehicles upon turnover by the End-user to the Service Provider during Contract implementation.

3. Supply and properly install new, unused and genuine service parts, components and materials that conform to the standard specifications set forth by the vehicle manufacturer.

4. Use original equipment manufacturer/third-party items, parts and components if such parts and components match or exceed the equivalent genuine spare parts and approved by the End-user.

5. Rectify immediately and accordingly any damage, malfunction or defects incurred or found to any items, parts, components and systems of the motor vehicles outside the scope of services due to the negligence and/ or mishandling of the Service Provider and its Advisor/s during Contract implementation, at no additional cost to the PCC.

6. Surrender all worn-out and replaced items, parts and components to the End-user for proper accounting and disposal.

V. APPROVED BUDGET OF THE CONTRACT (ABC)

The total ABC for the Project is **One Hundred Eighty-Two Thousand Pesos (PhP182,000.00)**, inclusive of all applicable government taxes, fees, and charges.

VI. CONTRACT DURATION

The Project shall have a covering period of fifteen (15) calendar days reckoning from the date of acceptance of the Job Order (the "Contract") by the Service Provider.

VII. MODE OF PROCUREMENT

The mode of procurement shall be **Negotiated Procurement – Small Value Procurement** in accordance with the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

VIII. TERMS OF PAYMENT

The Service Provider shall submit a Statement of Account (SOA), Billing Invoice (BI) or Sales Invoice (SI), whichever is applicable upon completion of the works. The PCC shall pay the Service Provider within fifteen (15) calendar days upon receipt of the SOA, BI or SI from the Service Provider, subject for inspection of the completed works and issuance of the Certificate of Satisfactory Services Rendered by the End-user.

All payments and official receipts shall be released and claimed within the PCC premises.

IX. LIQUIDATED DAMAGES

If the Service Provider fails to deliver any or all of the goods and/or to perform the services within the period specified in the Contract, the Procuring Entity shall, without prejudice to its other remedies and under the applicable laws, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay, provided that the maximum deduction shall be ten percent (10%) of the total amount of the contract price. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies available to it.

X. WARRANTY

The Service Provider shall provide a warranty of at least three (3) months on all items, parts, components and services of the Contract against any manufacturing defects. This warranty shall include the replacement of defective items, parts and components, inclusive of all applicable fees and charges at no additional cost to PCC.

XI. DISPUTE RESOLUTION

Should any dispute related to the Contract and/or rights of the PCC and Service Provider ("Parties") arise, the same shall be submitted to mutual consultation, mediation, and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City.

In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and

Any amendment or additional terms and conditions must be in writing, signed and acknowledged by the Parties.

Prepared by:

redacted

Administrative Officer II, AO-GSD

Reviewed by:

redacted

Chief Administrative Officer, AO-GSD

Approved by:

redacted

Director IV, Administrative Office

CONFORME:

Name and Signature of Authorized Representative

Designation

Name of Company

Date