

REQUEST FOR PROPOSAL

Supply and Installation of Rubber Tires for the Five (5) Motor Vehicles of the Philippine Competition Commission

P.R. No./Date Received: 2023-10-0192 / 02 October 2023

RFQ/P No. / Date: 2023-10-0180 / 11 October 2023

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 **Scope of Work** 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/Proposal:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Notarized Omnibus Sworn Statement (to be issued prior to issuance of Award)
- Signed Scope of Work
- Signed Request for Proposal

This pro-forma quotation may be submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or mhjavier@phcc.gov.ph on or before **17 October 2023, 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 Technical Working Group 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 **Scope of Work**.
10. Please note that the award of the procurement is on a **per lot basis**.

Very truly yours,


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

Item	QTY	ABC	Project Title	Unit Price	Total Amount
				(To be filled-up by the supplier)	
1	1	₱ 192,500.00	Supply and Installation of Rubber Tires for the Five (5) Motor Vehicles of the Philippine Competition Commission		
			(Please see attached Scope of Work)		
Total Lot ABC		₱ 192,500.00	TOTAL Amount (Per Lot Purchase):		
Delivery Instructions:			(Please see attached Scope of Work)		

(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/Proposal 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 : _____

SCOPE OF WORK

Supply and Installation of Rubber Tires for the Five (5) 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).

In order to ensure accountable and judicious use, proper upkeep, maintenance, and timely repair of the PCC motor vehicles, the Procuring Entity thru AO-GSD (the “End-user”) intends to engage a Service Provider for the Supply and Installation of Rubber Tires for the five (5) Motor Vehicles of the Philippine Competition Commission (the “Project”).

II. TECHNICAL SPECIFICATIONS

A. PCC Motor Vehicle Information

VEHICLE TYPOLOGY	QUANTITY	REMARKS
A. Brand/Model: 2017 Nissan Urvan NV350 B. Plate/Conduction sticker nos. 1. ABP 1057 2. ABP 1058 3. OX 3068 4. OX 3227 5. OX 3232	Five (5) Units	Five (5) tires including the spare tire for every vehicle shall be replaced.

B. Tire Specifications

The rubber tires shall be brand new and compatible with the vehicle typology and tire size of the PCC motor vehicles with details as follows:

TIRE SIZE	QUANTITY	MINIMUM SPECIFICATIONS
195R15C, 106/104R 8PR	25 pcs.	<ol style="list-style-type: none"> 1. Tire manufacturer shall be globally recognized and has been in the tire market industry for at least eighty (80) years. 2. Production year of the tires shall be in 2023.

III. QUALIFICATIONS AND RESPONSIBILITIES OF THE SERVICE PROVIDER

1. The Service Provider must have at least one (1) established service center located within Quezon City and is capable of providing the full tire replacement services in accordance with the Scope of Services (See Section IV) of the Project.
2. The Service Provider shall ensure availability of its service center/s from Monday to Saturday, from 8:00 AM to 5:00 PM.
3. The Service Provider shall issue a sales/service/billing invoice for the supplied and installed tires to the PCC and other supporting documents necessary for payment processing.

IV. SCOPE OF SERVICES

The Service Provider shall perform the following tire replacement services, among others:

1. Remove the old rubber tires of the motor vehicles;
2. Supply and install the new rubber tires specified in the Technical Specifications (See Section II);
3. Perform wheel balancing and alignment;
4. Provide tire valves and wheel weights;
5. Supply and install other parts and materials necessary to complete the Project; and
6. Surrender the old/replaced rubber tires to the authorized representative/s of the End-user for proper disposal.

V. APPROVED BUDGET FOR THE CONTRACT (ABC) AND MODE OF PROCUREMENT

The total ABC for the Project is **One Hundred Ninety-Two Thousand Five Hundred Pesos (PhP192,500.00)**, inclusive of all applicable government taxes, fees, and charges.

The project will be procured through Negotiated Procurement – Small Value Procurement and will be awarded and contracted by lot.

VI. CONTRACT DURATION

The Project shall have a covering period of **thirty (30) calendar days** reckoning from the date of acceptance of the Job Order (“Contract”) by the Service Provider.

VII. TERMS OF PAYMENT / PAYMENT SCHEME

The Service Provider shall submit the sales/service/billing invoice, whichever is applicable upon completion of the Project. The PCC shall pay the Service Provider within fifteen (15) working days upon receipt of the said invoice, subject for inspection and acceptance by the End-user. Payment shall be made within PCC premises.

VIII. 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.

IX. WARRANTY

The Service Provider shall be required of a warranty security for one (1) year on all works of the Project in accordance with Section 62 of the Revised IRR of RA 9184. This warranty security shall include corrective actions such as replacement of items, materials, parts, and components against any defects, at no additional costs to the PCC. The obligation for the warranty shall be covered by either retention money or a special bank guarantee amounting to one percent (1%) of the total service provider upon completion of the warranty period.

X. 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:



NES JUSTINE L. TORRES
Administrative Officer II, GSD

Reviewed by:



ROMMEL R. OIRA
Chief Administrative Officer, GSD



Approved by:



JESON Q. DE LA TORRE
Director IV
Administrative Office

CONFORME:

Name and Signature of Authorized Representative

Designation

Name of Company

Date