



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
MALACAÑANG, MANILA

BIDS AND AWARDS COMMITTEE

**INVITATION FOR NEGOTIATED PROCUREMENT
Supply and Delivery of Motor Vehicles (Lot 1 and Lot 2)**

1. In view of the two (2) failed public biddings, the Department of Budget and Management (DBM) Bids and Awards Committee (BAC) invites interested bidders to participate in the negotiation for the Supply and Delivery of Motor Vehicles (Lot 1 and Lot 2) with an Approved Budget for the Contract (ABC) of One Million Three Hundred Seventy Thousand Pesos (P1,370,000.00) for Lot 1 and Four Million One Hundred Twenty Thousand (P4,120,000.00) for Lot 2 in accordance with Section 53.1 of the Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act."

For more details on this project, please refer to attached Schedule of Requirements (Annex A) and Technical Specifications (Annex B).

2. The following eligibility and technical documents as well as the Financial Proposal Form (Annex C for Lot 1 and Annex D for Lot 2) shall be submitted on or before December 18, 2013, 9:00 a.m. at the BAC Conference Room, DBM Building III, Gen. Solano St. San Miguel, Manila:
 - (a) Securities and Exchange Commission/Department of Trade and Industry Registration Certificate;
 - (b) Valid Mayor's Permit;
 - (c) List of projects for FY 2013 (ongoing and completed government and private contracts);
 - (d) Bid security issued in favor of the DBM shall be either in the following forms and amount:
 - (i) 2% of the ABC, if cash or cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial bank;
 - (ii) 5% of the ABC, if surety bond with certification from Insurance Commission that such insurance company is authorized to issue such security;
 - (iii) Any combination of the foregoing; and
 - (iv) Bid Securing Declaration. Sample form is attached as Annex E.
 - (e) Compliance with the Schedule of Requirements (Annex A) and Technical Specifications (Annex B);
 - (f) Omnibus Sworn Statement;
 - (g) Authority of the Signatory; and
 - (h) Certification of PhilGEPS Registration.
3. Opening of the eligibility documents, technical documents and financial proposal will be on December 18, 2013, 9:00 a.m.
4. For further information, you may call the DBM-BAC Secretariat at 490-1000 loc. 3121 from 9:00 a.m. to 4:00 p.m.

5. The DBM reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to affected firms.

ATTY. JANET B. ABUEL
Chairperson, DBM-BAC

Schedule of Requirements

The delivery schedule expressed as days/weeks stipulates hereafter a delivery date which is the date of delivery to the project site.

| | Particulars | Quantity | Delivery Date |
|-------|---|----------|---|
| Lot 1 | <i>Crossover Utility Vehicle, Diesel, A/T</i> | 1 unit | Not later than 5 calendar days upon receipt of the Notice to Proceed |
| Lot 2 | <i>Crossover Utility Vehicle, Gasoline, A/T</i> | 1 unit | |
| | <i>Crossover Utility Vehicle, Gasoline, M/T</i> | 2 units | |

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

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Technical Specifications

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| Item | Specification | Bidder's Statement of Compliance |
|---|---|----------------------------------|
| Supply and Delivery of Brand New Motor Vehicle shall conform with the following specifications: | | |
| LOT 1 : One (1) unit Crossover Utility Vehicle, Diesel, A/T | | |
| ENGINE | Type: Diesel, 4 in-line Double Overhead Cam (DOHC) 16 valve turbocharged, intercooled direct fuel injection (common rail) | |
| Displacement | 2,490 - 2500 cc | |
| Transmission | 4-speed | |
| Maximum output | Manufacturer's standard | |
| Maximum torque | Manufacturer's standard | |
| CHASSIS | | |
| Seating capacity | 7 persons | |
| Drive train | 4 x 2 | |
| Steering type | Power steering | |
| Suspension Front Rear | Manufacturer's standard Manufacturer's standard | |
| Brakes Front Rear | Disc Drum | |
| Wheels (rim) | Alloy with center cap | |
| Tires | 265 / 65 R17 | |
| Fuel Tank Capacity | 70 liters (minimum) | |
| Color of unit | To be advised by end-user | |

| | | |
|-------------------------|--|--|
| ACCESSORIES | | |
| Air-conditioning system | Dual, Manual | |
| Audio system | CD / MP3 / Tuner / AUX with 4 speakers | |
| Power features | Windows and Door locks | |
| Other accessories: | SRS Airbag for driver, anti-lock braking system EWD, matting, tint (shade to be advised by end-user), extra seat cover, standard tools and step board | |
| WARRANTY | 3 years or 50,000 kms whichever comes first | |
| INCLUSIONS | 3 years LTO Registration (red plate) 1 year GSIS TPL Insurance 1 year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management | |

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

| Item | Specification | Bidder's |
|------|---------------|----------|
|------|---------------|----------|

| | | Statement of Compliance |
|--|---|-------------------------|
| Supply and Delivery of Brand New Motor Vehicles shall conform with the following specifications: | | |
| LOT 2 (A) : 1 Unit Crossover Utility Vehicle, A/T | | |
| ENGINE | Type: Gasoline, in-line 4 cylinder Single Over-Head Cam (SOHC) | |
| Displacement | 1,800 - 2,000 cc | |
| Transmission | 5-speed automatic | |
| Maximum output | Manufacturer's standard | |
| Maximum torque | Manufacturer's standard | |
| CHASSIS | | |
| Seating capacity | 5 persons | |
| Drive train | 4 x 2 | |
| Steering type | Power steering | |
| Suspension | | |
| Front | Manufacturer's standard | |
| Rear | Manufacturer's standard | |
| Brakes | | |
| Front | Disc | |
| Rear | Drum | |
| Wheels (rim) | Alloy | |
| Tires | 225 / 65 R17 | |
| Fuel Tank Capacity | 58 liters (minimum) | |
| Color of unit | To be advised by end-user | |

| | |
|--------------------|--------------|
| ACCESSORIES | |
| Air-conditioning | Dual, Manual |

| | |
|--------------------|--|
| system | |
| Audio system | CD / MP3 / Tuner / AUX with 4 speakers |
| Power features | Windows and Door locks |
| Other accessories: | SRS Airbag for driver, anti-lock braking system EWD, matting, tint (shade to be advised by end-user), extra seat cover and standard tools |
| WARRANTY | 3 years or 50,000 kms whichever comes first |
| INCLUSIONS | 3 years LTO Registration (red plate) 1 year GSIS TPL Insurance 1 year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management |

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

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| Item | Specification | Bidder's Statement of Compliance |
|---|---------------|----------------------------------|
| LOT 2 (B) : 2 Units Crossover Utility Vehicle, M/T | | |

| | | |
|-----------------------------|---|--|
| ENGINE | Type: Gasoline, in-line 4 cylinder Single Over-Head Cam (SOHC) | |
| Displacement | 1,800 - 2,000 cc | |
| Transmission | 6-speed manual | |
| Maximum output | Manufacturer's standard | |
| Maximum torque | Manufacturer's standard | |
| CHASSIS | | |
| Seating capacity | 5 persons | |
| Drive train | 4 x 2 | |
| Steering type | Power steering | |
| Suspension Front Rear | Manufacturer's standard Manufacturer's standard | |
| Brakes Front Rear | Disc Drum | |
| Wheels (rim) | Alloy | |
| Tires | 225 / 65 R17 | |
| Fuel Tank Capacity | 58 liters (minimum) | |
| Color of unit | To be advised by end-user | |

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| | | |
|-------------------------|--|--|
| ACCESSORIES | | |
| Air-conditioning system | Dual, Manual | |
| Audio system | CD / MP3 / Tuner / AUX with 4 speakers | |

| | | |
|--------------------|--|--|
| Power features | Windows and Door locks | |
| Other accessories: | SRS Airbag for driver, anti-lock braking system EWD, matting, tint (shade to be advised by end-user), extra seat cover and standard tools | |
| WARRANTY | 3 years or 50,000 kms whichever comes first | |
| INCLUSIONS | 3 years LTO Registration (red plate) 1 year GSIS TPL Insurance 1 year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management | |

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Annex C

**Financial Proposal
(LOT 1)**

Date: _____

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

We, the undersigned, offer to [supply/deliver/perform] [description of the Goods] in the sum of [total Bid amount in words and figures].

| Particulars | Quantity | Unit Price | Total (inclusive of VAT) |
|--|----------|------------|-----------------------------|
| Crossover Utility Vehicle, A/T | 1 unit | | |
| Inclusions: * | | | |
| 3 years LTO Registration (red plate) | | | |
| 1 year GSIS TPL Insurance | | | |
| 1 year GSIS Comprehensive Insurance | | | |
| Total (inclusive of VAT) | | | |
| Less: Discounts | | | |
| Total (net of discounts) | | | |
| Other offers: Specify freebies, if any | | | |

*Note: The amounts indicated under Inclusions are for bidding purposes only. During contract implementation, THESE INCLUSIONS SHALL BE BORNE BY THE BIDDER REGARDLESS OF ACTUAL CHARGES.

We undertake, if our Proposal is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Proposal is accepted, we undertake to provide a performance security in the form and amounts specified under Section 39.1 of the Implementing Rules and Regulation of Republic Act No. 9184.

We agree that the Validity Period of our proposal is 120 calendar days from December 13, 2013 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Proposal, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Proposal you may receive.

We certify/confirm that we comply with the eligibility requirements as specified in the Invitation for Negotiated Procurement.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Proposal for and on behalf of _____

Annex D

**Bid Form
(LOT 2)**

Date: _____

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

We, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in the sum of *[total Bid amount in words and figures]*.

| Particulars | Quantity | Unit Price | Total (inclusive of VAT) |
|---|-----------------|-------------------|-------------------------------------|
| (A) Crossover Utility Vehicle, A/T | 1 unit | | |

| | | | |
|--|--|--|--|
| Inclusions: * | | | |
| 3 years LTO Registration (red plate) | | | |
| 1 year GSIS TPL Insurance | | | |
| 1 year GSIS Comprehensive Insurance | | | |
| Total (inclusive of VAT) | | | |
| Less: Discounts | | | |
| Total (net of discounts) | | | |
| Other offers: Specify freebies, if any | | | |

| | | | |
|--|---------|--|--|
| (B) Crossover Utility Vehicle, M/T | 2 units | | |
| Inclusions: * | | | |
| 3 years LTO Registration (red plate) | | | |
| 1 year GSIS TPL Insurance | | | |
| 1 year GSIS Comprehensive Insurance | | | |
| Total (inclusive of VAT) | | | |
| Less: Discounts | | | |
| Total (net of discounts) | | | |
| Other offers: Specify freebies, if any | | | |

*Note: The amounts indicated under Inclusions are for bidding purposes only. During contract implementation, THESE INCLUSIONS SHALL BE BORNE BY THE BIDDER REGARDLESS OF ACTUAL CHARGES.

We undertake, if our Proposal is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Proposal is accepted, we undertake to provide a performance security in the form and amounts specified under Section 39.1 of the Implementing Rules and Regulation of Republic Act No. 9184.

We agree that the Validity Period of our proposal is 120 calendar days from December 13, 2013 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Proposal, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Proposal you may receive.

We certify/confirm that we comply with the eligibility requirements as specified in the Invitation for Negotiated Procurement.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Proposal for and on behalf of _____

Annex D

BID-SECURING DECLARATION
Invitation to Bid/Request for Expression of Interest No.¹: [Insert reference number]

To: [Insert name and address of the Procuring Entity]

I/We², the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration³, if I/we have committed any of the following actions:
 - (i) Withdrawn my/our Bid during the period of bid validity required in the Bidding Documents; or

(ii) Fail or refuse to accept the award and enter into contract or perform any and all acts necessary to the execution of the Contract, in accordance with the Bidding Documents after having been notified of your acceptance of our Bid during the period of bid validity.

3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:

(a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;

(b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;

(b) I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and Responsive Bid⁴, and I/we have furnished the performance security and signed the Contract.

¹ Select one and delete the other.

² Select one and delete the other. Adopt same instruction for similar terms throughout the document.

³ Issued by the GPPB through GPPB Resolution 03-2012 on 27 January 2012.

⁴ Select one and delete the other.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ___ day of [month] [year] at [place of execution].

**[Insert NAME OF BIDDER'S
AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant**

SUBSCRIBED AND SWORN to before me this __ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. ____ and his/her _____ No. ____ issued on ____ at ____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. __

Page No. __

Book No. __

Series of __

Dec. 4, 2013

Ma'am,

Attached for your review are the following:

1. Draft resolution recommending that the 2nd bidding for the Supply and Delivery of Motor Vehicle (Lot 1 and 2) be declared as failed and resort to negotiated procurement in accordance with Section 53.1 of the IRR.
2. Transmittal memo to OSEC
3. Draft Invitation for Negotiated Procurement

Will email the soft copies po.

Thank you.

Julie