



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
NATIONAL CAPITAL REGION  
ARCACHE BUILDING, GENERAL SOLANO STREET, SAN MIGUEL, MANILA

# **Procurement of One (1) Unit Motor Vehicle (Multi-Purpose Vehicle)**

Government of the Republic of the Philippines

**Sixth Edition  
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## INVITATION FOR NEGOTIATED PROCUREMENT

### “Procurement of One (1) Unit Motor Vehicle (Multi-Purpose Vehicle)”

1. In view of two (2) failed public biddings, the **Department of Budget and Management - National Capital Region (DBM-NCR)**, through the **FY 2024 General Appropriations Act (GAA)** intends to apply the sum of **One Million Eight Hundred Thousand Pesos (Php1,800,000.00)** being the ABC to payments under Negotiated Procurement for the contract on the **Procurement of One (1) Unit Motor Vehicle (Multi-Purpose Vehicle)**.
2. The **DBM-NCR** now invites technically, legally and financially capable suppliers for the above Procurement Project. Delivery of the Goods is required as specified in **Annex A (Schedule of Requirements)**.
3. The Procurement procedure for this requirement is Negotiated Procurement for Two Failed Bidding pursuant to Section 53.1 of 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The selection of the successful offer shall be based on the best and final offer that will be submitted on the set deadline by the BAC and which would meet the requirements..

4. The interested bidders may obtain further information from the **DBM-NCR Bids and Awards Committee (BAC) Secretariat** through the contact details given below from 10 January 2024 to 19 January 2024, Monday to Friday, at 8:00 AM to 4:00 PM.
5. The DBM-NCR will hold a Negotiation Meeting with interested bidders on January 16, 2024, 9:30 a.m. through this link <https://meet.google.com/jtz-dhoa-nyr> or by scanning the QR code below.



6. The requirements stated in the Checklist of Technical, Legal and Financial Documents, attached as **Annex B**, must be duly received by the BAC Secretariat in

person (through manual submission) at the office address indicated below, on or before 4:00 p.m. of 19 January, 2024.

7. Conformity with the Schedule of Requirements (copy attached as **Annex A**) and the Detailed Technical Specifications (copy attached as **Annex C**) is a must.
8. The DBM-NCR reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

**DBM-NCR BAC Secretariat**

Department of Budget and Management - National Capital Region

2/F DBM Arcache Building, General Solano corner

Nepomuceno Streets, San Miguel, Manila

Telephone No. 8657-3300 local 8003

Email address: [awalath@dbm.gov.ph](mailto:awalath@dbm.gov.ph)

**January 10, 2024**

  
**JOSEPH CICERO M. SY**  
*DBM-NCR BAC Chairperson*

***Schedule of Requirements***

The delivery schedule stipulates hereafter the date of delivery to the project site.

Item Number	Description	Quantity	Delivery Schedule
I.	Procurement of One (1) Unit Multi-Purpose Vehicle (MPV)	1 unit	
II.	<p><b>Insurance:</b></p> <p>One (1) year comprehensive insurance from GSIS or any In-house accredited Private Insurance Company of the Supplier.</p> <p>One (1) year Third Party Liability (TPL) Insurance</p> <p><b>Registration:</b></p> <p>Official Receipt and Certificate of Registration (OR/CR) for three (3) years from the Land Transportation Office (under the name of the Department of Budget and Management - National Capital Region).</p>	1 vehicle	Within Ninety (90) calendar days from the receipt of the Notice to Proceed, to be delivered to the DBM-NCR.

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

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date

# Checklist of Technical, Legal and Financial Documents

### Legal Documents

- (a) Valid and updated PhilGEPS Registration Certificate (Platinum Membership) in accordance with Section 8.5.2 of the 2016 Revised IRR of RA No. 9184 and the GPPB Resolution No. 15-2021.

### Technical Documents

- (b) Conformity with the Schedule of Requirements, which may include delivery schedule, Insurance and Registration (attached as Annex A);
- (c) Conformity with the Detailed Technical Specifications (attached as Annex C); and
- (d) Notarized Omnibus Sworn Statement (attached as Annex D)

### Financial Documents

- (e) Original of duly signed and accomplished Bid Form (attached as Annex E).

## Detailed Technical Specifications

### I. Project Title

Procurement of one (1) unit Motor Vehicle (Multi-Purpose Vehicle)

### II. Objective

Procurement of one (1) unit of Multi-Purpose Vehicle (MPV) for the Exercise of Executive Functions of the Office of the Regional Director

### III. Vehicle Requirements

The procurement of one (1) unit of MPV is in accordance with the allowed motor vehicle specifications for the Office of the Regional Director provided under DBM Budget Circular No. 2022-1<sup>1</sup> and BC No. 2022-1A<sup>2</sup>.

- Description
  - Brand New, Four-wheel enclosed vehicle with dual conventional side doors and fifth rear door of lift-up tailgate
  - Seating capacity of eight (8) passengers including the driver
  - Rear Wheel Drive
- Engine
  - Engine displacement: 2700 to 2800 cc
  - Fuel Type: Diesel
  - Type: 4-cylinder, In-line 16 valve, Double Overhead Camshaft (Variable Nozzle Turbo Charger w/ Intercooler)
  - Max Output or Power: at least 174 PS / 3400 Rpm
  - Max Torque: at least 360 Nm/1200-3400 Rpm
  - Transmission: Six (6) speed Automatic
  - Fuel Tank Capacity: at least 55 Liters
- Chassis
  - Suspension: Independent, Double Wishbone with Coil Spring and 4-link with Coil Spring
  - Front Brakes: Ventilated disc brakes
  - Rear Brakes: Leading-Trailing Drum
  - Tires/Wheels: 205/65R16 alloy
  - Steering: Power Steering
  - Drivetrain: Rear Wheel Drive (RWD)
- Functions/Features
  - Dual Air-conditioning System with Automatic Climate Control
  - Keyless entry
  - Power window: (Driver) Auto Up/Down + Jam protect
  - Audio system: Compatible with Apple Carplay and Android Auto

<sup>1</sup> Omnibus Guidelines on the Acquisition, Use, Rental, and Replacement of Government Motor Vehicles, dated February 11, 2022

<sup>2</sup> Supplemental Guidelines on the Acquisition, Use, Rental, and Replacement of Government Motor Vehicles, dated March 1, 2023

- Door locks: Speed Sensing
- Safety and Security
  - Compliant with safety standards under existing law, rules and regulations
  - SRS Airbags: Driver + Front passenger + Knee (driver)
  - Seatbelts for all seats
  - With Rear Parking Sensor
  - With Reverse Camera
  - With Anti-lock Brake System (ABS)
  - With Hill-Start Assist Control (HAC)
  - With Vehicle Stability Control (VSC)
  - Immobilizer
- Other Accessories
  - Regular 3M Window Tint (Front Windshield [Medium Dark] while all other windows including Rear [Super Dark])
  - Standard accessories that come with the vehicle
- Color
  - Any color except Black (preferably Silver or Gray)
- Manufacturer's Warranty and After Sales Service
  - Comes with the Car Company's standard manufacturing warranty and the Supplier shall have accredited service centers in Metro Manila

#### IV. Delivery

The Supplier shall deliver one (1) unit of MPV to the DBM-NCR within ninety (90) calendar days upon receipt of Notice to Proceed, inclusive of:

- Insurance for the vehicle:
  - One (1) year Comprehensive Insurance Policy from the Government Service Insurance System (GSIS) or any In-house accredited Private Insurance Company of the Supplier
  - Third Party Liability (TPL) Insurance Certificate of Cover and Policy
- Registration for the vehicle
  - Official Receipt and Certificate of Registration (OR/CR) from the Land Transportation Office (LTO) for three (3) years, under the name of the **Department of Budget and Management - National Capital Region**.

It is understood that the DBM-NCR will only **accept** the MV upon complete delivery of all the above-mentioned requirements. The DBM-NCR reserves the right not to accept a vehicle if found with technical specification deficiency, defect, damage, or scratch upon complete delivery and submission of all the requirements.

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

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date



**Omnibus Sworn Statement (Revised)**  
*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

***[Jurat]***

*[Format shall be based on the latest Rules on Notarial Practice]*

**BID FORM**

Date: \_\_\_\_\_

**THE CHAIRPERSON**

Bids and Award Committee  
 Department of Budget and Management-National Capital Region (DBM-NCR)  
 2<sup>nd</sup> Floor Arcache Building General Solano Street  
 San Miguel, Manila

Dear Sir/Maám:

After having carefully read and accepted and terms and conditions in the Invitation for Negotiated Procurement, hereunder is our quotation/s for the item/s as follows:

Particulars	Quantity	Unit Cost	Total Cost (inclusive of VAT)
<b>I. Procurement of Motor Vehicle</b>			
Multi-Purpose Vehicle	1		

<b>II. One (1) Year Third Party Liability (TPL) Insurance (inclusive of tax)</b>			
Multi-Purpose Vehicle	1		

<b>III. One (1) Year Comprehensive Insurance (inclusive of tax)</b>			
Multi-Purpose Vehicle	1		

<b>IV. Three (3) Years LTO Registration (inclusive of tax)</b>			
Multi-Purpose Vehicle	1		

<b>Grand Total (Inclusive of VAT)</b>			
<b>Amount in Words</b>			

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

Very truly yours.

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

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

