

## REQUEST FOR QUOTATION

### LEASE OF VANS

3<sup>rd</sup> Asia Water Council General Assembly and 8<sup>th</sup> & 9<sup>th</sup> Board of Council Meeting  
14-16 March 2019

The Metropolitan Waterworks and Sewerage System – Corporate Office (MWSS-CO) through its Bids and Awards Committee (BAC) invites qualified service provider to submit a price quotation, with the total Approved Budget for the Contract (ABC) of **Two Hundred Two Thousand Two Hundred Pesos (Php 202, 200.00)**, inclusive of government taxes and other related charges for the Lease of Vans for the 3<sup>rd</sup> Asia Water Council General Assembly and 8<sup>th</sup> & 9<sup>th</sup> Board of Council Meeting, described below:

**1. Brief Description – SIX (6) UNITS OF PASSENGER VANS INCLUSIVE OF FUEL**

**2. Mode of Procurement** - Small Value Procurement in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184

**3. Specifications**

**SIX (6) UNITS OF PASSENGER VANS INCLUSIVE OF FUEL** to be used for three (3) days from 13-14 and 16 March 2019 with following special specifications:

- Passenger vans' model must be at least 2015 and up, fully air-conditioned, clean, and with 10-12 seating capacity.
- Passenger vans must have comprehensive insurance coverage, third party liability, bodily injury and auto passenger insurance coverage.
- Passenger Vans' Route: NAIA to Makati and vice versa; other places of interest within Metro Manila
- Toll fees shall be shouldered by MWSS.
- The company shall provide drivers who shall be in uniform at all times and shall also be responsible in the assignment of drivers. The list of assigned drivers for the day with their contact numbers shall be given to MWSS-CO prior to the commencement of the service.
- All drivers are required to report on 13-14 and 16 March 2019 as instructed by the procuring entity. The company shall also provide meals for the drivers.
- Vehicles must be replaced by the company immediately with the same class and carrying capacity during accidents and break-downs.

Passenger vans shall be used for:

*(Estimated hours)* 24 hours on 13 March 2019  
12 hours on 14 March 2019  
24 hours on 16 March 2019

- March 13 and 14, 2019 - Arrival of Delegates and Guests
  - ✓ Transport Delegates and Guests from NAIA Terminals to Makati Diamond Residences and other nearby hotels in Makati
- March 16, 2019 – Departure of Delegates and Guests
  - ✓ Transport Delegates and Guests from Diamond Residences and other nearby hotels in Makati to NAIA Terminals

#### 4. Other Requirements

- All particulars relative to this procurement shall be conducted in accordance with the 2016 Revised IRR of Republic Act 9184
- Price quotation shall be inclusive of all taxes to be paid by the MWSS if the contract is awarded
- Quotations must be delivered on or before 28 February 2019 (until 1:00 PM only) to the address below:

**ATTY. ANABELLA S. ALTUNA**

Chairperson, BAC Secretariat

4<sup>th</sup> Floor Administration Building, 489 Katipunan Avenue, Balara, Quezon City

- The proposal shall be duly signed by the authorized representative and shall contain the following documents:
  - a. Mayor's/Business Permit
  - b. PhilGEPS Registration Number
  - c. Omnibus Sworn Statement
- The schedule and delivery period shall be on March 13, 14 and 16, 2019 at specific venues to be designated by MWSS.
- MWSS reserves the right to accept or reject any quotation; to annul the bidding process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders; to waive any minor defects or infirmities therein; and to accept such quotation as may be considered advantageous to the government.

  
**ATTY. ANABELLA S. ALTUNA**  
Chairperson, BAC Secretariat