



DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)
Energy Center, Rizal Drive Bonifacio
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-02-0101-2022-06-0201-0707-0089
Purchase Request No.:	02-0101-2022-06-0201

REQUEST FOR QUOTATION

Title of Procurement/End-user	: BUS RENTAL SERVICES FOR THE EDUCATIONAL TOUR AT BATAAN NUCLEAR POWER PLANT (BNPP)
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Lot
Payment Terms/Schedule	: All invoices are due and payable within thirty (30) days of date of invoice
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: bacsecretariat@doe.gov.ph not later than **12 July 2022, Tuesday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications		
Lot No.	Description/ Specification:	Total ABC
1.	I. RATIONALE The Department of Energy (DOE) Nuclear Energy Program Implementing Organization (NEPIO) Human Resource Development Technical Working Group needs passenger bus rental service to serve as transportation service for the employees, faculty, and students for the Educational Tour at Bataan Nuclear Power Plant (BNPP). II. TERMS A. Passenger Bus Minimum Specification: Vehicle Model: 2016 – 2021 Model Seating Capacity: 45 to 60 seating capacity per full-size bus Engine Displacement: At least 4164cc Fuel Type: Diesel B. Rental Duration and Itinerary: • July 29, 2022 – from DOE Main Office to BNPP Morong, Bataan vice versa • August 26, 2022 – from Ateneo de Manila (Quezon City) to BNPP Morong, Bataan vice versa • September 30, 2022 – from Mapua University Intramuros to BNPP Morong, Bataan vice versa • October 26, 2022 – from DOE Main Office to BNPP Morong, Bataan vice versa	160,000.00

C. Vehicle must be in good working condition:

- Road-worthy Condition and capable to provincial travel
- Good physical appearance (no broken or crack in mirrors, intact and functioning engine)
- Fully Air-conditioned
- Has Audio and Video System
- Vehicle must be a 2016-2021 Model
- Compliant to IATF Guidelines in relation to COVID – 19 Health Protocols
- Vehicle must be in excellent mechanical condition and does not need reconditioning, passed a smog and safety inspection, no fluid leak, and free of any mechanical defects.
- Vehicle must be duly registered under the name of the rental company.
- All features and vehicle parts must be functioning well such as but not limited to: vehicle brakes, signal lights, tire pressure, and air-conditioning system among other relevant parts/functions

III. INCLUSIONS

- A. Inclusive of one (1) Professional Driver for the rented bus and must report on the scheduled date at 5:30 AM at the pick up point and vice-versa. Such assigned time of reporting is subject to change upon prior notice of the DOE-HRMD to the Rental Company. The professional driver shall be in proper attire and shall observe professionalism during the service.
- B. Inclusive of meals and drinks for the drivers of the rented vehicle.
- C. The driver to be deployed must be fully vaccinated.
- D. Inclusive of fuel, parking fees, BGC entrance pass and insurance covering the rental period requirement.
- E. The rented vehicle shall use / pass through expressways in order to arrive at the designated venue at the fastest possible time.
- F. Inclusive of "tolls" and fees for the use of toll roads and expressways wherein the amount of the "toll" to be paid is subject to the distance traveled and vehicle class as stipulated in the relevant Toll By-laws for uncongested trip.
- G. Vehicles must have RFID stickers installed i.e., Easy Trip and Autosweep for toll road and/or expressways where paid access is required.
- H. Inclusive of Vehicle and Passenger Insurance, guaranteeing the safety of the passengers from accidents caused by human error/failure, mechanical error/failure, or any unfavorable circumstance where the passenger including their properties were involved. Any damage caused to the vehicle without the direct involvement of the passenger shall be resolved and fixed by the Rental Company.
- I. Inclusive of any additional charges in case a Special Trip permit from LTFRB will be required.
- J. Inclusive of Maintenance and Repair of the Vehicle. In case of any mechanical error/failure, the rental company shall provide repair service and shoulder the cost for the said repair.
- K. In case of replacement of vehicle due to justifiable cause, the Rental Company shall immediately replace the unit/vehicle. The replacement vehicle shall be similar, if not higher in model and requirements as indicated in Sec. II-A of this Terms of Reference.

	<p>IV. QUALIFICATION OF THE SERVICE PROVIDER</p> <p>The Rental Company should be a PhilGeps platinum member in good standing, and must be able to submit the following documents:</p> <ol style="list-style-type: none"> 1. PhilGeps Registration 2. Mayor's/Business Permit 3. Income Tax Return 4. Omnibus Sworn Statement <p>V. TERMS OF PAYMENT</p> <p>Rental Company will issue an invoice for the agreed services every after completion of an itinerary. All invoices are due and payable within thirty (30) days of date of invoice.</p>	
<p>General Conditions:</p> <ol style="list-style-type: none"> 1. Quotation shall be valid for sixty (60) days from submission 2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. (If applicable) 3. The following documents shall be attached/included in the submission of proposal/quotation: <ol style="list-style-type: none"> a) Mayor's / Business Permit b) PhilGEPS Registration Number/Certificate c) Income /Business Tax Return d) Omnibus sworn Statement (Annex C) 4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee. 5. The Supplier shall clearly state the company name and account name for payment. 6. The price quoted is inclusive of all taxes and other charges. 7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR. 		