



Bids and Awards Committee

REQUEST FOR QUOTATION (RFQ) No. 2019-SVP-48

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the item stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The SEC hereinafter referred to as "the Purchaser", now requests submission of a price quotation for the subject below:

S-APP 2019-7	PR No.	Description	Approved Budget for the Contract (ABC) inclusive of VAT
Item no. I.C.16	201910188	Lease of Transportation Services for the Conduct of the 2019 SEC Commission-Wide Performance Assessment <i>Refer to Attachment 2 for Technical Specifications</i>	Php350,000.00

Interested suppliers are required to submit the following documents:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Copy of comprehensive insurance LTRFB road worthiness and safety certificate
4. Proof/Certification from the Department of Tourism (DOT) as an accredited transport operator or Proof/Certification from the Department of Transportation (DOTr) or any related tourist/chartered bus licenses
5. Company Profile

SEC Condition of Sales:

1. Delivery Schedule: Immediately upon receipt of approved Contract/NTP
2. Validity: Sixty (60) calendar days from submission of bid
3. Delivery Site: Human Resource and Administrative Department (HRAD), 3/F Secretariat Bldg., PICC Complex, Pasay City
4. Payment Terms: 20% down payment before the event, balance will be settled on or after the event; billing shall be based on the guaranteed number of units to be confirmed one (1) week prior the date of the event proper


Award of contract shall be made to the transport provider with the lowest quotation for the subject goods which complies with the minimum technical specifications and other terms and conditions stated herein.

Any alterations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than **10:00 A.M. of November 18, 2019** at the Procurement Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City. Open submission may be done, manually or through Facsimile No. 8818-5330.

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damage reaches ten percent (10%) of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The SEC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.


EMMANUEL X. ARTIZA
Chairman, BAC

PRICE QUOTATION FORM

Date: _____

The Bids and Awards Committee
 c/o Procurement Division
 3rd Floor, Secretariat Building,
 PICC Complex, Pasay City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price proposal for the items identified below:

Item no.	Article and Descriptions	Qty.	Unit price	Total Price (VAT Inclusive)
1	Lease of Transportation Services for the Conduct of the 2019 SEC Commission-Wide Performance Assessment See Attachment 2 for the Technical Specifications	10 Buses	Php _____	Php _____

AMOUNT IN WORDS: _____ (VAT inclusive)

The above-quoted price is inclusive of all costs and applicable taxes

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name : _____
 Contact no. : _____

Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification".

Specifications	Statement of Compliance
The Service Provider must:	
1. Be a tourist/Chartered Bus Land Transport Operator	
2. Be able to provide vehicles described below: - Ten (10) buses with at least 49 seaters each - Air-conditioned - Clean, comfortable, presentable and in good running condition	
3. Vehicles maintained in accordance with the approved LTFRB Technical Safety Certificate for Vehicles	
4. The contractor will be fully responsible for the following: - All maintenance cost, fuel, lubricant, other consumable cost and any other related expenses - All the operational costs will be covered by the service provider, SEC will not be responsible for any cost incurred during and/or after the shuttle service - Provide the buses as required for the contract period. Should a bus develop mechanical fault in transit, the service provider must provide a replacement within/less than an hour - In case of failure to provide the services as agreed upon, SEC will find an alternative service provider and all the extra costs incurred will be charged against the contractor/service provider - The agreed payment rate should be inclusive of any allowance/insurance for contractor's drivers and other involved workers. SEC shall not be responsible for any payments to contractor's workers. - All buses must be covered by comprehensive insurance including passenger's liabilities insurance	
5. Other requirements: All cost for gasoline and drivers' sleeping quarters, drivers overtime pays, and toll fees shall be for the account of the service provider and parking fees	
Scope of Services	
November 27, 2019 Pick-up Point: SEC, PICC Complex, Pasay City 9:00AM Drop off Point: Club Balai Isabel, Talisay Batangas	
November 29, 2019 Pick-up Point: Club Balai Isabel, Talisay Batangas 12:00NN Drop off Point: SEC, PICC Complex, Pasay City	

I hereby certify to comply with the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name
of Representative

Date