

## REQUEST FOR QUOTATION

- The Philippine Guarantee Corporation (PHILGUARANTEE) invites quotations for the procurement of services for the preventive maintenance and repair of the following service vehicles. Please see attached corresponding Terms of References:

Lot	Items	Approved Budget for the Contract, inclusive of applicable taxes
1	Preventive Maintenance and Repair of 2007 Toyota Innova M/T Diesel with plate number SFM 657	Php19,400.00
2	Preventive Maintenance and Repair of 2009 Toyota Innova G, M/T Gasoline with plate number SJC 902	Php26,000.00
3	Preventive Maintenance and Repair of 2009 Toyota Innova G, M/T Gasoline with plate number SJC 942	Php24,300.00
4	Repair of 2009 Toyota Innova G, M/T Gasoline with plate number SJP 412	Php51,400.00
5	Repair of 2009 Toyota Vios, M/T Gasoline with plate number SJA 799	Php23,000.00


- Quotations shall be evaluated and compared on a per lot basis and each lot shall be recommended for the award of contract separately.
- All interested suppliers may submit signed quotation at the Receiving Counter, 23<sup>rd</sup> Floor, BPI Philam Life Building, 6811 Ayala Avenue, Makati City and/or [bacsecretariat@philguarantee.gov.ph](mailto:bacsecretariat@philguarantee.gov.ph) on or before **10:00 a.m. (PhST)** of **September 20, 2023** together with the following documentary requirements:

- Mayor's/Business Permit; and
- PhilGEPS Registration Number; and
- Omnibus Sworn Statement accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable. (for ABC's above Php50,000.00) (download from this link: <https://www.gppb.gov.ph/wp-content/uploads/2023/07/07032023Omnibus-Sworn-StatementRevised-as-of-07.03.2023.docx>)

\* For individual providers, the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.

\*\* Valid Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

- \*\*\* PHILGUARANTEE may require the winning bidder to submit additional documents, such as, but not limited to, an original/certified true copy of: [If a sole proprietorship:] duly notarized Special Power of Attorney; [If a partnership, corporation, cooperative:] duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable; or other similar document showing each representative's authority to execute the contract before contract preparation. (for ABC's Php50,000.00 and below)
4. In the event two or more bidders have been determined as Lowest Calculated and Responsive Quotation (LCRQ), the End-user shall roll a dice to break the tie in the presence of the concerned bidder's representative (physically or via video conferencing). The bidder with the highest number shall be the winning bidder. The absence of the concerned bidder's representative shall not nullify the proceeding.
  5. For further inquiries, please contact Ms. Karenina V. Joaquin at [bacsecretariat@philguarantee.gov.ph](mailto:bacsecretariat@philguarantee.gov.ph).
  6. The PHILGUARANTEE Bids and Awards Committee reserves the right to reject any or all Bids/quotations or waive any required formality therein or to accept such offers as may be considered most advantageous to the Corporation.

  
**MELINDA M. ADRIANO**  
Chairperson  
Bids and Awards Committee

14 September 2023