



**CSC-CO BIDS AND AWARDS COMMITTEE**

**CSC-ITB No. 2016-22**  
(2 Vehicles for CO & R10)  
September 16, 2016

**INVITATION TO BID (ITB)**  
(Mode of Procurement: Public Bidding)

The Civil Service Commission (CSC), through its Bids and Awards Committee (BAC), invites **interested bidders/suppliers/dealers/distributors of motor vehicles** and duly registered with the *Philippine Government Electronic Procurement System (PhilGEPS)* ([http:// www.philgeps.gov.ph.](http://www.philgeps.gov.ph)) of the Department of Budget and Management (DBM), to bid through **public bidding** for the following project:

**Title of Project:** "Supply and Delivery of Two (2) Units Motor Vehicle for Use of the CSC Central Office and CSC Regional Office No. 10"

**Total Approved Budget for the Contract:** Php 2,700,000.00

**Specifications/ Requirements:**

Item No.	Quantity/ Unit	Item Description	Unit Cost	Total Cost
1	1 Unit	<p>"Supply and Delivery of Two (2) Units Motor Vehicle for Use of the CSC Central Office and CSC Regional Office No. 10"</p> <p><b>MOTOR VEHICLE</b> (For use of the OCH-CSC)</p> <p><b>Specifications:</b> 2016 Model, Brand-new, 2.5-3.5L CRDi A/T (Diesel) <b>Engine Type:</b> 2.5-3.5L CRDi DOHC 16V; <b>Overall Length:</b> 5150mm; <b>Overall Width:</b> 1920mm; <b>Overall Height:</b> 1925mm; <b>Max. Power:</b> 170PS@3600rpm; <b>Max. Torque:</b> 45.0 kg-m@2000-2250rpm; <b>Suspension:</b> (Front) MacPherson w/ Coil Spring; (Rear) Rigid Axle 5-Link w/ Coil Spring; <b>Tires:</b> 215/70 Road; <b>Wheels:</b> 16-18" Alloy; <b>Wheelbase:</b> 3200mm; <b>Brakes:</b> (Front) Disc (Rear) Disc.</p> <p><b>Features:</b> 5 Speed Automatic Transmission, 10 Seating Capacity, Power Steering, Tilt Adjust Steering Wheel, Headlamps, Front Fog Lamps, Sliding Doors (dual), Lift Type Tailgate, Rear Spoiler with High Mount Stop Lamp, Underview Mirror,</p>	P 1,800,000.00	<p><b>P 1,800,000.00</b> (Inclusive of Govt. Tax/ Applicable Charges)</p>

*In a R. A. C. E. to Serve: Responsive, Accessible, Courteous and Effective Public Service*

		<p>Dual Airbags (Driver and Front Passenger), Electronic Stability Program, Anti-Lock Braking System with EBD, Keyless Entry, Back Warning System, Overhead Console, Room Lamp, Rear View Mirror, Trip Computer, Leather Steering Wheel, Central Door Locks, Power Windows with Driver Auto Down+ Safety, Power Side Mirrors with Electric Folding, 1-DIN AM / FM / CD / WMA With AUX &amp; USB Audio System, Manual Type (front) and Manual Type with Roof Side Vents (rear) Aircon.</p> <p><b>Free Items:</b> Tint, Matting, Seat Cover (Fabric), Emergency Roadside Assistance (ERA), 10 Liters Fuel</p> <p><b>Warranty:</b> 100,000 kms. or 3 years whichever comes first</p> <p><b>Color:</b> Silver or White</p> <p><b>Inclusion:</b> Three (3) Years LTO Registration and TPL</p> <p><b>Delivery Period &amp; Place:</b> Delivery of the vehicle to the CSC-Central Office shall be completed <b>within fifteen (15) calendar days</b> after receipt of the approved Purchase Order/Notice to Proceed.</p>		
<p><b>2</b></p>	<p><b>1 Unit</b></p>	<p><b>MOTOR VEHICLE</b> (For use of the CSCRO 10)</p> <p><b>Specifications:</b> 2016 Model, Brand-new, Shuttle with Dual AC, Standard Cab/ High Deck – Long wheelbase, 3 seating capacity; <b>Engine:</b> 2.6l Naturally Aspirated 4 – Cylinder SOHC 8-valve, Diesel Engine – Euro2 Compliant, 2607cc Displacement, 91.x100mm Bore x Stroke, 22.0:1 Compression Ratio, 79ps/ 400rpm Maximum Output, 17.0kg-m/ 2200rpm Maximum Torque, 5-Speed Manual Transmission, (1<sup>st</sup>) 3.986, (2<sup>nd</sup>) 2.155, (3<sup>rd</sup>) 1.414, (4<sup>th</sup>) 1.000, (5<sup>th</sup>) 0.813 Gear Ratio, 4.222 Final Gear Ratio; <b>Suspension:</b> Double Wishbone and Torsion Bar Spring (Front), Semi-Elliptical Laminated Leaf Spring (Rear); Hydraulic Double Acting, Telescopic Type on Front &amp; Rear Axle Shock Absorber, Torsion Bar Type on Front Axle: 26, <b>Brake:</b> Hydraulic Emergency Brake with LSPV (Load Sensing Proportioning Valve), 15-inch Ventilated Disc / Drum Brake Size; 8+9 Tandem 8.0:1 Booster Size, Floor Mounted Hand Type Parking Break; <b>Wheel &amp; Tire:</b> Steel 6J x 15, FR: 195/70 R15C-6PR / RR: 195/70 R15C- 8 PR;</p>	<p>P 900,000.00</p>	<p><b>P 900,000.00</b> (Inclusive of Govt. Tax/ Applicable Charges)</p>

		<p><b>Steering:</b> Rack and Pinion Steering Gear with Power Assist, 5m Minimum Turning Radius; <b>Dimension:</b> 4795x1740x1965 (Cab&amp;Chassis), 2430mm, 1485/1420mm Tread, 1170/1195mm Overhang, 185mm Ground Clearance, 65L Fuel Tank Capacity, 1000kg Payload, 1615kg Curb Weight, 3000kg Gross Vehicle Weight;</p> <p><b>Interior:</b> AM/FM with CD Player (MP3/WMA Compatible) with USB/SD Card and Optional Airconditioning.</p> <p><b>Inclusions:</b> 3 years LTO Registration and TPL Insurance</p> <p><b>Free Items:</b> Tint, Matting, Seat Cover, EWD, Umbrella, PMS Voucher worth P12,000 and One (1) Club Membership</p> <p><b>Warranty:</b> Five (5) years Unlimited Mileage Warranty</p> <p><b>Delivery Period &amp; Place:</b> Delivery of the vehicle to the CSC-Central Office shall be completed <b>within fifteen (15) calendar days</b> after receipt of the approved Purchase Contract and Notice to Proceed.</p> <p>-----</p> <p><b>NOTE:</b> <i>The complete technical specifications and other bidding requirements are included in the <u>Manual of Bidding Documents</u> which can be secured from the BAC-Secretariat, <b>free-of-charge</b>. Bidders should refer to the <u>Project's Technical Specifications (TS)</u> and <u>Supplemental Bid Bulletin (if any)</u> for their <u>technical and financial/ bid proposal</u>.</i></p>		
			<b>TOTAL</b>	<b>P 2,700,000.00</b> (Inclusive of Govt. Tax/ Applicable Charges)

All particulars relative to the Eligibility, Technical and Financial Requirements/ Bid Proposal Checking, Bid Evaluation, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of the Revised Implementing Rules and Regulations (RIRR) of the R.A. 9184.

Eligibility of bidders shall be evaluated using "PASS/FAIL" criteria. Only those bidders rated "Passed" for all the eligibility requirements shall be declared Eligible Bidders and passed in the technical requirements shall be declared Passing Bidders and allowed to participate in the next stage of bidding which is the Bid Opening. Bids equal to or lower than the ABC shall be evaluated based on their responsiveness with the CSC's requirements subject to Post-Qualification Evaluation before an award is made. Bids higher than the ABC shall be rejected and returned outright. Applications/proposals/bids submitted after the deadline and/or incomplete applications shall not be accepted.

Interested bidders shall register/apply first by submitting a Letter of Intent (LOI) to the CSC-BAC Secretariat with address and contact numbers indicated below. Authorized representatives shall submit or bring with them written authority/certification in representing their companies in the bidding.

Bidder/s may secure the Manual of Bidding Documents, **free-of-charge**, which contains the complete Technical Specifications (TS) and other bidding requirements of the project from the CSC-BAC Secretariat during office hours with office located at the Office for Financial and Assets Management (OFAM), CSC Central Office, IBP Road, Constitution Hills, Quezon City.

**As an internal CSC-BAC policy, only those who availed of Manual of Bidding Documents shall be allowed to participate in the Pre-Bid Conference and other bidding activities.**

The **Pre-Bid Conference** shall be conducted on **September 29, 2016 at 11:30 a.m.** at the OFAM Conference Room, Basement, CSC Main Building, Civil Service Commission, IBP Road, Constitution Hills, Quezon City.

The eligibility requirements and bid proposals shall be dropped at the designated Bid Box for public bidding **on or before October 12, 2016 and shall be closed strictly at 10:00 a.m. (fivepiece/ clock of OFAM-CSC)** located at the OFAM Room, Basement, Civil Service Commission, IBP Road, Constitution Hills, Quezon City and shall be opened on the same date for the **Eligibility Checking** and **Bid Opening**.

The eligibility requirements and bid proposal/requirements must be sequentially compiled in accordance with the checklist with index tabs and a table of contents for easy document browsing.

The following are the schedules of bidding activities for said project:

ACTIVITY	DATE / TIME	PLACE / VENUE
a. <b>Invitation / Advertisement</b> [Posting in the PhilGEPS and CSC websites, including CSC Bulletin Board and conspicuous places in the CSC]	September 19 to October 12, 2016 (Up to Bid Opening Date)	Newspaper; PhilGEPS Website; CSC Website and CSC Procurement Bulletin Board
b. <b>Registration of Bidders and Issuance of Bidding Documents</b> to interested bidders	September 19 to October 12, 2016 (Up to Bid Opening Date)	CSC-BAC and BAC-Secretariat Unit
c. <b>Pre-Bid Conference</b> ( Discussion/ clarifications in the TOR, bidding requirements and other details of the project)	<b>September 29, 2016</b> at 11:30 a.m.	CSC-BAC / BAC-Secretariat (OFAM Conference Room)
d. <b>Deadline for Submission of Eligibility and Bid Requirements</b>	<b>October 12, 2016 *</b> at 10:00 a.m.	CSC-BAC / BAC-Secretariat (OFAM Conference Room)
e. <b>Eligibility Checking</b> (Opening of envelopes containing eligibility and technical requirements)	<b>October 12, 2016 *</b> at 10:30 a.m.	
f. <b>Bid Opening</b> (Opening of envelopes containing financial / bid proposal requirements)	<b>October 12, 2016 *</b> at 11:00 a.m.	

\* At least 12 days after Pre-Bid Conf.

The CSC reserves the right to reject any application for eligibility, or all bids for any reasonable and justifiable ground, waive any required formality therein, and to make an award to the bidder whose proposal is deemed most advantageous to the government.

Additional information shall be furnished upon request. All communications should be addressed to the undersigned through the CSC-BAC Secretariat.

  
ATTY. DAVID E. GRANAG, JR.  
CSC Assistant Commissioner  
CSC-BAC Chairman

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**CSC-BAC SECRETARIAT**

OFAM, CSC Central Office  
Basement, CSC Main Building  
IBP Road, Constitution Hills, Diliman, Quezon City  
Trunkline: 931-7935 or 39 local 506, 545  
Telefax: 931-8029

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