



CSC-CO BIDS AND AWARDS COMMITTEE

CSC-CO ITB No. 2017-01
(Neg. Proc.-Motor Vehicle for CSC-CO)
January 30, 2017

INVITATION TO SUBMIT QUOTATION
(Mode of Procurement: **Negotiated Procurement**)

The Civil Service Commission (CSC), through its Bids and Awards Committee (BAC), invites again **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 participate in the **Negotiated Procurement** for the following project:

Title of Project: **"Negotiated Procurement on the Supply and Delivery of One (1) Unit Motor Vehicle for the CSC-Central Office"**

Approved Budget for the Contract: **Php2,215,400.00** (Incl. of Govt. Tax/Applicable Charges)

Specifications/ Requirements:

Item No.	Quantity/ Unit	Item Description	Unit Cost	Total Cost
1	1 Unit	<p>"Negotiated Procurement on the Supply and Delivery of One (1) Unit Motor Vehicle for the CSC Central Office"</p> <p>MOTOR VEHICLE (For use of the OCH-CSC)</p> <p>Specifications:</p> <p>2017 Model, Brand-new, 2.5-3.5L CRDi A/T (Diesel) Engine Type: 2.5-3.5L CRDi DOHC 16V; Overall Length: 5150mm; Overall Width: 1920mm; Overall Height: 1925mm; Max. Power: 170PS@3600rpm; Max. Torque: 45.0 kg-m@2000-2250rpm; Suspension: (Front) MacPherson w/ Coil Spring; (Rear) Rigid Axle 5-Link w/ Coil Spring; Tires: 215/70 Road; Wheels: 16-18" Alloy; Wheelbase: 3200mm; Brakes: (Front) Disc (Rear) Disc.</p> <p>Features:</p> <p>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 2,215,400.00	P 2,215,400.00 (Inclusive of Govt. Tax/ Applicable Charges)

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 & USB Audio System, Manual Type (front) and Manual Type with Roof Side Vents (rear) Aircon.</p> <p>Free Items: Tint, Matting, Seat Cover (Fabric), Emergency Roadside Assistance (ERA), 10 Liters Fuel</p> <p>Warranty: 100,000 kms. or 3 years whichever comes first</p> <p>Color: Silver or White</p> <p>Inclusion: Three (3) Years LTO Registration and TPL Insurance</p> <p>Delivery Period & Place: Delivery of the vehicle to the CSC-Central Office shall be completed within fifteen (15) calendar days after receipt of the approved Purchase Order/Notice to Proceed.</p>		
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In this light, **may we invite authorized Company Representatives to participate in the following procurement activities/negotiation** on the procurement of vehicle in the CSC Central Office:


Date / Time	Activity	Place / Venue
January 31 to February 7, 2017	INVITATION / ADVERTISEMENT (Invitation to bidders and posting of bid bulletin in the PhilGEPS/CSC Websites/ conspicuous places in the CSC)	PhilGEPS & CSC Websites; CSC Procurement Bulletin Board
February 7, 2017 at 10:00 p.m.	NEGOTIATION (Discussion of Technical Specifications/ Requirements, Documentary Requirements, Criteria/Rating for Bid Evaluation, etc. with the Prospective Bidders)	OFAM Room, Basement, CSC Mainbuilding, CSC Central Office
To be announced during the Negotiation	BID OPENING (Opening of Bids and Bid Evaluation)	OFAM Room, Basement, CSC Mainbuilding, CSC Central Office

Bidding documents bearing the complete details of the technical specifications/ requirements, documentary requirements, criteria/rating, etc. can be secured upon request from the CSC-BAC Secretariat.

We are looking forward to your company's participation in the said negotiation.



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



CSC-BAC SECRETARIAT
CSC Central Office, OFAM
Basement, CSC Main Building
IBP Road, Constitution Hills, Diliman, Quezon City
Trunkline: 931-7935 or 39 local 506, 545
Tel. Nos. 931-7984; 931-7990; Telefax: 931-8029

BAC/Sec/Negotiated Proc-ITB-Neg.Proc.-Vehicle for OCH.doc/pmg



**Civil Service Commission
BIDS AND AWARDS COMMITTEE (BAC)**

**DOCUMENTS TO BE SUBMITTED BY THE BIDDER
DURING NEGOTIATION / BID OPENING
(Negotiated Procurement Mode)**

Eligibility Component

- a. Copy of the Latest Certificate of BIR Tax Clearance
- b. Copy of the Latest Income and Business Tax Returns
- c. Copy of the Latest Certificate of PhilGEPS Registration

Technical Component

- a. Technical Specifications Offer (Best Offer)

Financial Component

- a. Bid Price / Price Schedule (Best Offer)

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REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF FINANCE
 BUREAU OF INTERNAL REVENUE
 ACCOUNTS RECEIVABLE MONITORING DIVISION
 National Office, Quezon City

Sample only

BIR Form No. 17.14B

TAX CLEARANCE

*** For Bidding Purposes ***

(Required Under Executive Order No. 98 by Revenue Regulations No. 3-2005)

*** [Redacted] ***

Name of Taxpayer

[Redacted]

[Redacted]

This is to certify that the above mentioned taxpayer has no tax liability based on the following:

- > Tax Delinquency Verification/Certification issued by Revenue Region No. 46 /Revenue
- > Accounts Receivable/Delinquent Account database updated as of March 31, 2014

Tax liabilities recorded, after the aforesaid dates or outside the jurisdiction of this Office are not covered by this clearance.

Issued this day, _____

[Redacted Signature]
 Chief, Accounts Receivable Monitoring Division

TCC NO. NO-ARM- [Redacted]

NOT VALID
 WITHOUT
 DRY SEAL



By: [Redacted]

Asst. Chief, Accounts
 Receivable Monitoring Division

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM APRIL 16, 2014 UNTIL SEPTEMBER 16, 2014 ONLY OR UNTIL REVOKED, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P200 WAS PAID ON APRIL 11, 2014 UNDER EPS PAYMENT TRANSACTION NO. 314022781. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.

Certified True Copy: [Redacted]

eFPS Payment Form

FILING REFERENCE NO.

Filing Reference Number
Taxpayer Identification Number
RDO Code
Taxpayer's Name
Return Period
Tax Type
Amount Due (Php)
Payment Transaction Number
(Transaction Log Number)
Payment Transaction Date
eFPS MODE OF PAYMENT

TRN : 000-1
Name :
RDO : 045
Return Type : 17202
Reference No. : 157400010008702
Amount Payable
(over-remittance)
Accounting Type : C - Calendar
Return Period : 09/30/2014
Quarter : 3
Date Filed : 11/20/2014
Tax Type : IT

157400010008702
000
17202
09/30/2014 Q4 3
11/20/2014
Bank Transfer

Transacting Bank : 033000 - PNB (HEAD OFFICE)

(Authorized Agent Bank)

Amount

728.08

[BIR Main | eFPS Login | User Menu | Help]

[BIR Main | User Menu | Guidelines and Instructions]

CERTIFIED TRUE COPY

CERTIFIED TRUE

Sample
ONLY

CERTIFICATE OF PHILGEPS REGISTRATION (Membership)


THIS IS TO CERTIFY THAT

[REDACTED]

is registered in the Philippine Government Electronic Procurement System (PhilGEPS) on _____ pursuant to Section 8.5 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This Certificate is valid until _____

Issued this _____ day of _____


[REDACTED]
EXECUTIVE DIRECTOR IV

Document Stamp Tax Paid Php 15.00

Certificate No: PhilGEPS-2013-7056
Certificate Reference No: 2013020017501
Amended Date as of December 09, 2013 10:39 AM

Certified True Copy

**Civil Service Commission
BIDS AND AWARDS COMMITTEE (BAC)**

**BID PRICE / PRICE SCHEDULE
(Bid Prices in the Bill of Quantities)**

Name of Procuring Entity : CIVIL SERVICE COMMISSION – Central Office
Address : IBP Road, Constitution Hills, Diliman, Quezon City

Name of Project: "Supply and Delivery of One Motor Vehicle for the OCH-CSC"

Item/ Lot No.	Article / Description	Unit	Quantity	Unit Cost (In Peso)/ Bid Price	Total Cost (In Peso)/ Bid Price
1	Supply/ Delivery of One Motor Vehicle for the OCH-CSC Technical Specifications/Requirements: _____ Delivery Period: _____ Free Items and Add-On Amenities: _____ Warranty: _____	1	Unit		
				TOTAL COST	Php _____ Inclusive of Tax/ Gov. Tax/Charges

Note: In case of discrepancy between unit price and total price, the unit price will prevail.

Total Bid Price (In Peso) :

Amount in Figures _____

Amount in Words _____

Submitted by:

Name of Bidder/Company: _____

Name of Bidder's Authorized Representative: _____
(Signature over printed name)

Position / Designation: _____

Date: _____

CRITERIA / RATING

“NEGOTIATED PROCUREMENT RE: SUPPLY AND DELIVERY OF ONE (1) MOTOR VEHICLE FOR THE OCH-CSC”

Elements/Items Scored	Max. Score/ Points	Bidder 1	Bidder 2	Bidder 3
1. Govt. Market Price	50			
2. Delivery date	20			
3. Free Items included in the package and Add-On Amenities *	15			
4. Warranty	15			
Maximum Total Points	<u>100</u> pts. (100%)			

* *Additional Advantageous Technical Specification* refers to technical specifications above the minimum technical specifications set for this procurement project which would enhance vehicle performance/ aesthetical value or comfort.

Passing / Failing Rate:

100% -- 50% = Pass

49% and below = Fail

Scoring Guide

1. Government Market Price

Score/ Points	Qualitative Rating	Cost Criteria
50	Outstanding	Lower than the validated government price
40	Very Satisfactory	In accord with the validated government price
30	Satisfactory	Higher than the validated government price but not to exceed P20,000

2. Delivery Date

Score/Points	Qualitative Rating	General Criteria
20	Outstanding	Delivery date of the motor vehicle (complete) is within 1 to 5 calendar days from receipt of the Notice To Proceed (NTP)/Purchase Order (PO)
15	Very Satisfactory	Delivery date of the motor vehicle (complete) is within 6 to 10 calendar days from receipt of the Notice To Proceed (NTP)/Purchase Order (PO)
10	Satisfactory	Delivery date of the motor vehicle (complete) is within 11 to 15 calendar days from receipt of the Notice To Proceed (NTP)/Purchase Order (PO)

3. Free Items & Add-on Items

Score/Points	Qualitative Rating	Cost Criteria
15	Outstanding	Four (4) or more promotional service/items included as free items
10	Very Satisfactory	Three (3) promotional service/ items included as free items
5	Satisfactory	Two (2) or less promotional service/items included as free items

4. Warranty

Score/Points	Qualitative Rating	Cost Criteria
15	Outstanding	More than 3.5 years warranty
10	Very Satisfactory	3.5 years warranty
5	Satisfactory	3 years warranty