

## TECHNICAL SPECIFICATIONS (TS)

Name of Project: **Supply and Delivery of One (1) Unit Motor Vehicle for Use of CSC Chairman (Negotiated Procurement)**

Approved Budget for the Contract: **Php 3,000,000.00** (Inclusive of govt. taxes/  
[Three Million Pesos] applicable charges)

Place of Delivery: Civil Service Commission – Central Office  
IBP Road, Constitution Hills, Diliman, Quezon City

### I. RATIONALE

The project requires the procurement of a motor vehicle from a private automotive company/car dealer/ supplier accredited by the Philippine Government Electronic Procurement System of the Department of Budget and Management (PhilGEPS-DBM). Said motor vehicle shall be used for official functions by the CSC Chairman in the CSC Central Office.

This procurement shall be in accordance with the general provisions, specifications and other requirements of the CSC and the guidelines under the 2016 Revised Implementing Rules and Regulations (IRR) of R.A. 9184, otherwise known as "The Government Procurement Reform Act (GPRA)". Specifically, the procurement of said goods is based and consistent with the duly approved Annual Procurement Plan (APP), Procurement Project Management Plan (PPMP), and Approved Budget for the Contract (ABC) of the Commission.

The Procuring Entity (CSC), besides the supply of motor vehicle, requires likewise the supply of the spare parts, accessories, additional materials, preventive maintenance/repair services, and other after-sales services to be provided by the supplier.

### II. GENERAL PROVISION

- A. This specification intends to prescribe complete information on the supply and delivery of a **motor vehicle** which the supplier will undertake in full compliance with the CSC requirements. If there is any apparent contradiction or ambiguity between sections of this specification, the supplier shall bring the matter to the attention of CSC during the **Negotiated Procurement Conference** for clarification of the true meaning or intention before proceeding with the procurement process.
- B. All exceptions or alternatives to the specifications shall be clearly listed or enumerated. As a matter of preference however, CSC shall consider ALTERNATIVES only after considering the bids that fully comply with the specifications.

- C. The supplier's bid shall be accompanied by a Bid Security in the amount indicated in the Instructions to Bidders. The **Bid Security** shall be submitted together with the bid proposal and requirements. In lieu of a Bid Security, a bidder may submit a **Bid Securing Declaration** pursuant to Sec. 27.5, Rule VIII of the 2016 Revised IRR of the RA 9184.
- D. The CSC reserves the right to inspect and conduct test use on the motor vehicle upon delivery. The CSC has the right to accept/reject said delivery based on its findings in the inspection and test use.

### III. GENERAL REQUIREMENTS

#### A. Technical Specifications and Requirements of Motor Vehicle

Item No.	Quantity/ Unit	Item Description	Unit Cost	Total Cost
1	1 Unit	<p><b>Supply and Delivery of One (1) Unit Motor Vehicle for Use of CSC Chairman</b></p> <p><b><u>Technical Specifications:</u></b></p> <p>Model: 2023 Model, Brand-New</p> <p><b><u>Chassis:</u></b></p> <p>Body type : Van Seating Capacity: at least 10 persons Fuel Tank Capacity: 65 – 75L Wheels: at least 17 - 19" Alloy Wheels</p> <p><b><u>Dimensions:</u></b></p> <p>5200 – 5300 (L) x 1880 - 1995 (W) x 1990 – 2290 (H)</p> <p><b><u>Engine:</u></b></p> <p>Type: Diesel Displacement: at least 2,200cc not more than 2,800cc Transmission: Automatic Number of valves: 16</p> <p><b><u>Accessories/Features:</u></b></p> <p>Air-conditioning System: Automatic Climate Control With captain seats or similar comfortable seats With dual sliding door Push start button Hill Start Assist With Foglamps Headlamps – Bi-beam LED Side Turn Signal Lights Spare Tire – Full-size alloy wheel and tire Power Steering or similar or higher technology</p>	Php3,000,000.00	

	<p><b><u>Safety and Security:</u></b></p> <p>Manufacturer's Standard</p> <p><b><u>Color:</u></b></p> <p>CSC reserves option to choose</p> <p><b><u>Standard Inclusions:</u></b></p> <p>Free Items (Minimum/whatever appropriate)</p> <p>Tint, Matting, Seat Cover, Emergency Roadside Assistance (ERA)</p> <p>Free LTO Registration and TPL Insurance</p> <p>Warranty:</p> <p>100,000 kms. or minimum of 3 years whichever comes first</p> <p><b><u>Additional Conditions:</u></b></p> <p>Prospective bidder must own and operate or has affiliate service stations nationwide</p> <p><b>Note:</b> specifications should be compliant with motor industry requirements and standards.</p> <p><b><u>Delivery Period &amp; Place:</u></b></p> <p>Delivery of the vehicle to the CSC-Central Office shall be completed <b>within one hundred eighty (180) calendar days</b> after receipt of the approved Notice to Proceed.</p>		
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**B. Other Requirements**

1. Bidder/supplier/company must be in existence for at least two (2) years and belongs to the automotive industry providing similar requirements and goods/machines for the same period.
2. Bidder/supplier/company must be an up-to-date registered member of the Philippine Government Electronics Procurement System (PhilGEPS) under the Department of Budget and Management (DBM).
3. Bidder/supplier/company must be able to comply with the technical specifications/requirements and bidding requirements of the project pursuant to the Revised Implementing Rules and Guidelines (IRR) of R.A. 9184 (Government Procurement Reform Act).



- Bidder/supplier/company must be able to provide preventive/ maintenance/ repair services for the vehicle in any of its branches or to any of the vehicle manufacturer's service centers nationwide within the specified time..

#### IV. GUARANTEE / WARRANTY

The winning supplier/bidder shall guarantee the availability of the vehicle, (including their parts, accessories, and other components) which are all original, brand-new, and free from any manufacturing defects. Replacement of the defective vehicle or its part/accessory shall be performed within a reasonable period.

#### V. BID VALIDITY

The Bid shall be valid for one hundred twenty (120) calendar days upon submission of bid.

#### VI. PAYMENT

To consummate the sale, payment, through a Landbank of the Philippines (LBP) Cheque, shall be made **within five (5) government working days (GWDs) after complete delivery of the motor vehicle** by the Winning Supplier and attachment of complete supporting documents as required for payment processing.

#### VII. TAXES

Any and all taxes, fees, charges, imposts, and other legally imposable fees due or that may become due under the purchase shall be for the account of the supplier.

The Civil Service Commission, as a government collecting agency for the Bureau of Internal Revenue, shall deduct allowable government taxes.

#### VIII. DELIVERY PERIOD

The winning bidder/supplier shall deliver the motor vehicle **within one hundred eighty (180) calendar days** upon receipt of the approved Notice to Proceed (NTP).

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) based on the amount specified in the Purchase Order for every day of delay shall be imposed.

#### IX. DELIVERY PLACE

The motor vehicle shall be delivered to the CSC Central Office, through the Office for Financial and Assets Management (OFAM), located at CSC Main Building, IBP Road, Constitution Hills, Diliman, Quezon City.

Recommending Approval:

  
**TSAIAS P. FORMILLEZA**  
Acting Chief AO, GSD-OFAM

Approved by:

  
**MARIA VICTORIA M. SALAZAR**  
Acting Director IV, OFAM *MS*

Date: 24 March 2023