



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
KEDUTAAN BESAR REPUBLIK FILIPINA
JAKARTA

REQUEST FOR QUOTATION
Lease of Vehicles

In line with its 2022 Annual Procurement Plan, The Embassy of the Republic of the Philippines in Jakarta, Indonesia intends to lease vehicles for the 2022 Global Platform for Disaster Risk Reduction.

Please refer to the attached Terms of Reference (ToR). The Approved Budget for Contract (ABC) is USD3,000.00 or IDR42,000,000.00 with exchange rate fixed at USD1.00 = IDR14,000.00.

The Embassy invites all interested technically, legally and financially capable companies to submit their respective proposal for the procurement not later than 20 May 2022. The Embassy accepts open quotations submitted directly, through facsimile or email at the address and fax number given below:

Mr. JULIUS P. CALISIN
Property Officer and Attaché
Jl. Imam Bonjol 8 Menteng Jakarta Pusat Indonesia
Tel. No. : 3100334
Fax No. : 3151167
Email : julius.calisin@dfa.gov.ph

This Request for Quotation shall be posted at the official website of the Embassy (<https://jakartape.dfa.gov.ph/>), at conspicuous place in the premises of the Embassy. It shall be also be posted at the PhilGEPS website facility for procurements abroad if the facility is available.

Jakarta, 17 May 2022

By Authority of the Bids and Awards Committee (BAC)


GLENN JOSEPH D. TEH
Vice Chairperson, BAC

Terms of Reference

Lease of Vehicles

The Approved Budget for Contract (ABC) is USD3,000.00 or IDR42,000,000.00 with exchange rate fixed at USD1.00 = IDR14,000.00.

General Conditions

1. The quotation must include documents showing that the service provider is technically, legally, and financially capable to fulfil contract.
The following are the accepted documents:
 - Taxpayer Identification Number;
 - Business Number; and
 - Trade Business License.
2. The quotation must be in IDR and for all the of items listed herein.
3. The quoted price shall be the final price and include all applicable taxes.
4. The prices quoted must be valid and not be subject to any changes.
5. The quotation must include a detailed price computation.

Technical Specifications

| Vehicle | No. of Vehicles | No. of hours per day | No. of days |
|-------------|-----------------|----------------------|-------------|
| Service Van | 2 | 12 hours | 8 days |
| Sedan | 1 | 12 hours | 6 days |
| Sedan | 1 | 12 hours | 5 days |

1. The daily use of vehicles shall be for pick-up and drop-off of the delegates.
2. Parking fees and toll fees shall be shouldered by contractor.

Payment Terms

1. The Contractor shall submit the billing and fature pajak to the Embassy within device upon signing of the contract.
2. Payment shall be made within fifteen (15) working days upon receipt of the monthly invoice.