



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS



OFFICE OF ASIAN AND PACIFIC AFFAIRS

**REQUEST FOR QUOTATION**

The Office of Asian and Pacific Affairs of the Department of Foreign Affairs New Zealand Foreign Minister **WINSTON PETERS** on 9-11 June 2024 based on the following **TERMS OF REFERENCE**

**LEASE OF MOTOR VEHICLE**

RATE per 10 Hours use per day, of the following:

- One (1) unit 4/5-seater luxury car, 3.0 cc or higher, appropriate for a foreign minister **for 3 days (9-11 June 2024)**
- One (1) unit van, 2.8 cc for **2 days only (9 and 11 June 2024)**
- One (1) unit 4/5-seater regular sedan for close-in security **for 3 days (9-11 June 2024)**

**INCLUSIONS:**

- Chauffeur Service within Metro Manila
- Well-trained chauffeur in proper uniform with meals, fully vaccinated and with negative RT-PCR test,
- gasoline/fuel, toll and parking fees
- Comprehensive Vehicle Insurance
- Insurance coverage (TPL, and personal accident)

Approved budget: **Php130,000.00**

Terms of Payment: Send Bill Arrangement (Government Terms)

**Documentary Requirements:**

1. Valid PhilGEPS Certificate of Registration, (with updated eligibility documents)
2. Copy of current Income Tax Return, (with EFPS)
3. Copy of current Business Permit/Mayor's Permit

Please submit your quotation/rate duly signed by you or your authorized representative **together with the documentary requirements on or before 12NN, 06 June 2024**. Open quotations may be submitted manually or through email at [aspac.ao@dfa.gov.ph](mailto:aspac.ao@dfa.gov.ph) or fax no. (02) 8833 1136. For more information, you may contact the undersigned at telephone no. (02) 8834 4017.

Thank you.

Sincerely yours,

  
**ROWENA MA. C. T. SIERRA**  
Administrative Officer

Pasay City, 3 June 2024