



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 will co-host the **2nd PH-JAPAN FOREIGN AND DEFENSE MINISTERIAL MEETING, 8 & 9 JULY 2024** base on the following **TERMS AND REFERENCE**:

LEASE OF MOTOR VEHICLE

RATE per 12 Hours use per day, of the following:

- One (1) unit 4/5-seater luxury car, 3.0 cc higher, appropriate for foreign minister **for 2 days (8 & 9 July 2024)**
- Two (2) units black van, 2.8 cc **for 2 days (8 & 9 July 2024)**
- One (1) unit black van, 2.8 cc **for 1 day (9 July 2024)**
- One (1) unit black van, 2.8 cc **for 1 day (8 July 2024)**
- Three (3) unit AUV, 2.8 cc for close-in security **2 days (8 & 9 July 2024)**
- One (1) unit AUV, 2.8 cc for close-in Protocol **2 days (8, & 9 July 2024)**

INCLUSIONS

- Chauffeur Service within Metro Manila
- Well-trained chauffer in proper uniform with meals, fully vaccinated and with negative RT-PCR test,
- Comprehensive Vehicle Insurance
- Insurance coverage (TPL, and personal accident)

Approve budget: Php 295,350.00

Term 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
4. Omnibus Sworn Statement and Secretary Certificate

Please submit your quotation duly signed by you or your authorized representative **together with the documentary requirements on or before 8 AM, 8 July 2024**. Open quotation may be submitted manually or through email at aspac.ao@dfa.gov.ph . For more information, you may contact the undersigned at telephone no. (02)8834 4017.

Thank you.

Sincerely yours


SEVERINO B. BALIAO
Property Officer

Pasay City, 3 July 2024

2330 Roxas Blvd., Pasay City, 1300 Philippines
Tel. No. 834 - 4000
www.dfa.gov.ph