



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8284720
Procuring Entity ANTI-MONEY LAUNDERING COUNCIL
Title Supply and Delivery of One (1) Unit Passenger Van
Area of Delivery Metro Manila

Solicitation Number:	PR21-052	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Two Failed Biddings (Sec. 53.1)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Vehicles		
Approved Budget for the Contract:	PHP 1,800,000.00	Document Request List	0
Delivery Period:	15 Day/s		
Client Agency:			
Contact Person:	Michelle Enriquez Assistant Head, BAC Secretariat (Bank Officer IV) Rm 507, 5/F EDPC Bldg., BSP Complex Manila Metro Manila Philippines 1004 63-02-87087923 menriquez@amlc.gov.ph	Date Published	10/12/2021
		Last Updated / Time	09/12/2021 15:00 PM
		Closing Date / Time	16/12/2021 12:00 PM

Description

Supply and Delivery of One (1) Unit Passenger Van to provide for the transportation services as needed by the personnel to be assigned at the AMLCS Satellite Office in Quezon City.

Pre-bid Conference

Date	Time	Venue
14/12/2021	1:00:00 PM	AMLCS Conference Room, Room 507, 5/F, EDPC Building, BSP Complex, A. Mabini Street, Malate, Manila and/or through video conferencing or webcasting via Zoom.

Other Information

Please see attached Terms of Reference

Created by Michelle Enriquez

Date Created 09/12/2021

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Republic of the Philippines
ANTI-MONEY LAUNDERING COUNCIL

TERMS OF REFERENCE
Supply and delivery of one (1) unit passenger van
(Purchase Request No. 21-52)

BRIEF DESCRIPTION

Supply and delivery of one (1) unit of passenger van to provide for the transportation services as needed by the personnel to be assigned at the AMLCS Satellite Office in Quezon City.

The Approved Budget for the Contract (ABC) is One Million Eight Hundred Thousand Pesos (Php1,800,000.00)

INSTRUCTIONS TO SUPPLIERS

NOTE: Suppliers who do not comply with any of the requirements, including the use of the prescribed forms, in these Terms of Reference, shall be automatically disqualified.

Form of Quotation:

Suppliers¹ are required to submit its Quotation using the Prescribed Form (See Page 5) by the Anti-Money Laundering Council (AMLC).

Documentary Requirements:

The following documentary requirements should be submitted at the time of the submission of the Supplier's Quotation:

- Mayor's/Business Permit (BIR Certificate of Registration for individual supplier)
- PhilGEPS Registration Number/Certificate
- Income/Business Tax Return
- Omnibus Sworn Statement with Secretary's Certificate [Use AMLC Prescribed Form, if applicable] (See Pages 6-9)

Submission of Quotation and documentary requirements:

The aforementioned Quotation and documentary requirements may be submitted electronically to:

Michelle E. Enriquez
Account Officer, BAC Secretariat
menriquez@amlc.gov.ph

Copy furnished:

Froilan L. Cabarios
Head, BAC Secretariat
fcabarios@amlc.gov.ph

¹ Or Service Providers (for procurement of services).

GENERAL CONDITIONS

Quotation Price:

Supplier's quotation shall be inclusive of all costs and applicable taxes and other incidental expenses, including, but not limited to notarial expenses.

Quotation Validity Period:

Quotations shall be valid for 30 days from receipt by the BAC Secretariat.

Performance Security:

- To guarantee the faithful performance of its obligations under the contract in accordance with the Terms of Reference, the winning Supplier shall post a performance security upon or after receipt of the Notice of Award, but prior to the receipt of the Purchase Order.
- The performance security shall be in the form of cash or cashier's/manager's check issued by a Universal or Commercial Bank.
- The performance security shall be five percent (5%) of the total contract price.
- The performance security shall be denominated in Philippine Pesos and posted in favor of the AMLC, which shall be forfeited in the event it is established that the winning Supplier is in default in any of its obligations under the contract.
- The performance security shall remain valid until issuance by of the Certificate of Final Acceptance (CFA) by the Inspection and Acceptance Committee (IAC).
- The performance security may be released by the AMLC after the issuance of the Certificate of Final Acceptance, subject to the following conditions: (a) AMLC has no claims filed against the winning Supplier; (b) It has no claims for labor and materials filed against the contractor; and (c) Other terms of the contract.
- Notwithstanding the foregoing, the winning Supplier may elect to submit a duly notarized Performance Securing Declaration (see page 10) in lieu of cash or cashier's/manager's check.

Delivery Period:

Delivery period shall be within fifteen (15) days from receipt of Purchase Order.

Liquidated Damages:

- A delay by the Supplier in the full delivery of the goods/services shall render the Supplier liable for liquidated damages, which shall deducted by the AMLC from each payment or total contract price in case of one-time payment.
- Liquidated damages shall be equal to one-tenth (1/10) of one percent (1%) of the total contract price for every day of delay.

Payment:

- Payments shall be made only upon the issuance of the Inspection and Acceptance Report (IAR)² by the IAC.
- No payment shall be made for supplies and materials not yet delivered or services not yet rendered.
- The Supplier's request for payment shall be made in writing, accompanied by an invoice describing, as appropriate, the goods delivered and/or services performed, and by documents submitted pursuant, and upon fulfillment of other obligations stipulated in these Terms of Reference.
- Payments shall be made promptly by the AMLC within thirty (30) days from issuance of the IAR by the IAC.
- The currency in which payment is to be made shall be in Philippine Pesos.

Warranty:

- The Supplier warrants that the goods supplied are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials. The Supplier also warrants that all goods supplied shall have no patent or latent defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination. The Supplier further warrants that the goods supplied is fit for the use for which it was intended.
- The obligation for the warranty shall be covered by a warranty security in the form of *retention money* in an amount equivalent to one percent (1%) of every progress payment, or total contract price in case of one-time payment.
- The AMLC shall promptly notify the Supplier in writing of any claims arising under the warranty. Upon receipt of such notice, the Supplier shall, within seven (7) days and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the AMLC. If the Supplier, having been notified, fails to remedy the defects within the period specified in the contract, the AMLC may proceed to call upon the warranty security, without prejudice to any other rights which it may have against the Supplier under these Terms of Reference and under the applicable law.
- The warranty security shall only be released after the lapse of one (1) year after issuance by the IAC of the CFA of the delivered Goods.
- After the lapse of the period, and upon request by the Supplier, the AMLC shall release the warranty security, *Provided*, that the goods supplied are free from patent and latent defects and all conditions imposed under the Terms of Reference have been fully met.

² Certificate of Acceptance (for Consultancy Services).

TECHNICAL SPECIFICATIONS:

Item	Specification
ENGINE	Not exceeding 2500cc for gasoline-fed or 3000cc for diesel-fed ; 4-Cylinder, In-Line 16 Valve, Double Overhead Camshaft (Variable Nozzle Turbo Charger)
TRANSMISSION AND CHASSIS	6-Speed M/T; Front/Rear brakes ventilated discs/ drum; Suspension (Front/Rear) (McPherson Strut/Rigid Axle, Leaf Spring)
SEATING CAPACITY	At least 8 passengers including the driver
STEERING	Variable power steering
FUNCTIONS	Power window, Power door Lock, Door locks thru speed sensing, Door ajar warning, key remind warning, light remind warning, Audio System or Manufacturer's Standard.
SAFETY FEATURES	Manufacturer's Standard.
WARRANTY	3 years warranty or 100,000 km whichever comes first.
STANDARD INCLUSIONS	Free preventive maintenance service (labor) for 1000km and 5000 km., LTO Registration, Third Party Liability insurance, at least 1 year Comprehensive Insurance from a government entity, Tint, Matting, Seat Cover
OTHER	Brand new

OTHER REQUIREMENTS/CONDITIONS (IF ANY):

Requirement for submission of product brochures/conduct of product demonstration upon prior notice (for evaluation purposes):

Suppletory Application of the Civil Code and the Procurement Law:

In the absence of express provision in these Terms of Reference, the mandatory provisions of the New Civil Code and the Government Procurement Reform Act shall have suppletory application in the contract between the AMLC and the winning Supplier.

The Purchase Order, together with the Purchase Request, these Terms of Reference, Supplier's Quotation, and Notice of Award, shall constitute the Agreement between the AMLC and the winning Supplier to which the contract will be awarded.


ARNOLD T. KABANLIT
Acting Deputy Director, CSG

QUOTATION FORM

Date: _____

RFQ No.: _____

To: **BIDS AND AWARDS COMMITTEE**
Anti-Money Laundering Council
Room 507, 5/F, EDC Building, BSP Complex
Malate, Manila

Gentlemen:

Having examined the Request for Quotation, including the attached Terms of Reference (TOR), the receipt of which is hereby duly acknowledged, the undersigned, on behalf of the Supplier, offers to the following Quotation:

Item/Brand/Model	Units	Technical Specifications	Quotation Price

If our Quotation is accepted, the Supplier undertakes to provide a *performance security* in the form, amounts, and within the times specified in the TOR.

We agree to abide by this Quotation for the Quotation Validity Period specified in TOR and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase Order is received by the Supplier, this Quotation, together with your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Quotation or any Quotation you may receive.

The Supplier certifies/confirms that it agrees and complies with the requirements and conditions under the Terms of Reference.

Dated this ____ day of _____ 2020.

[signature over printed name]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
- a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

SUBSCRIBED AND SWORN to before me on _____ at _____, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with No. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal on _____.

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Secretary's Certificate

I, _____, of legal age, [single/married], Filipino and with address at after having being sworn in accordance with law, do hereby CERTIFY that:

- 1. I am the incumbent and duly designated Corporate Secretary of [business/company name], organized and existing in accordance with law, with principal office address at [business/company address];
2. As Corporate Secretary, I am the custodian of the corporate books and records, including the Minutes of Meetings and Resolutions of the Board of Directors;
3. The Board of Directors issued Board Resolution No. _____ dated _____, authorizing Mr./Ms. [name of representative], whose signature and initial appears below, to have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the Anti-Money Laundering Council;

Signature of Representative

Initial of Representative

- 4. That the above-cited authorization has not been amended, modified and/or superseded and is therefore still in full force and effect;
5. This certification is being issued to attest to the truth of the foregoing.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s on _____ at _____.

Corporate Secretary

SUBSCRIBED AND SWORN to before me on _____ at _____, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with No. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal on _____.

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Performance Securing Declaration (Revised)

[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]
To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years for the second offense, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor; and
 - iii. Other terms of the contract; or
 - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.


IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of [month] [year] at [place of execution].

*[Insert NAME OF BIDDER OR ITS
AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

PURCHASE ORDER

Procuring Entity:  ANTI-MONEY LAUNDERING COUNCIL (AMLC)					
Supplier:			P.O. No.:		
Supplier's Address:			P.O. Date:		
Tax Identification Number (TIN):			Mode of Procurement:		
Gentlemen: Please deliver this Office the articles subject of this Purchase Order. This Purchase Order, together with the Purchase Request, Terms of Reference, Supplier's Quotation, and Notice of Award, shall constitute the Contract between the AMLC and the Supplier.					
Place of Delivery: Anti-Money Laundering Council Rm. 507, 5/F EDPC Building Bangko Sentral ng Pilipinas Complex A. Mabini Street Malate 1004, Manila, Philippines Contact Person: Contact No.:				Delivery Date:	
Delivery Term: From the date of receipt of Purchase Order				Payment Term: Within 15 days from issuance of the Inspection and Acceptance Report	
Stock No.	Unit	Description	Quantity	Unit Cost (in PHP)	Amount (in PHP)
Total Amount* in Words:				(*inclusive of 12% VAT and other incidental expenses)	
Liquidated Damages: In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) of the total contract price for every day of delay shall be imposed.					
Order Approved: <p align="center">MEL GEORGIE B. RACELA Executive Director</p>				Date: ___ December 2021	
Supplier's Conformer: <p align="center">Authorized Representative</p>				Date: ___ December 2021	
Fund Cluster :					
ORS/BURS No.:		ORS/BURS Date:		Amount: PHP	
Certified by: <p align="center">MA. LIZA RACHELLE C. CRUZ Manager, Financial Services Division</p>				Date:	