



REQUEST FOR PROPOSAL

Date: 15 February 2024

Reference: **RFP CO-24-004SVP**

1. The **Philippine Institute of Traditional and Alternative Health Care (PITAHC)** through its **Bids and Awards Committee (BAC)** invites interested bidders to submit a proposal for the procurement of the item stated below with the total Approved Budget for the Contract (ABC) amounting to **One Hundred Thirty Thousand Seven Hundred Ninety-Six Pesos (PhP130,796.00) inclusive of VAT and other applicable taxes:**

2.

PITAHC 2024 APP Ref	PR Number	Item Description
5021306001	24-02-0036	REPAIR OF PITAHC SERVICE VEHICLE HYUNDAI STAREX SKW-934 <i>(See Terms and Conditions for detailed information)</i>

3. Procurement shall be conducted through Small Value Procurement under Section 53.9 - Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act".
4. The proposal must be duly signed by the bidder and must be submitted to the BAC Secretariat, PITAHC Building, Matapang St., East Avenue Medical Center Compound, Barangay Central, Quezon City or sent thru fax at (02) 8376-3067 or email at bac@pitahc.gov.ph. The proposal shall be received until **22 February 2024, 11:59PM.**
5. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
- a. Valid and current Mayor's/Business Permit
 - b. Notarized Omnibus Sworn Statement by the prospective bidder in the new prescribed form as per GPPB Resolution No. 16-2020
 - c. PHILGEPS Registration Number *(to be indicated in the Price Proposal Form)*
6. PITAHC reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. PITAHC further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
7. For any clarification, you may contact the BAC Secretariat at telephone no. (02) 8376-3067.

(Sgd.)

ATTY. CARMENCITA D. CASTRO-SANTOS
Chairperson, PITAHC BAC



TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Delivery Schedule: **5 working days from date of pick-up of vehicle**
3. Delivery Site: **PITAHC Central Office, Quezon City**
4. Payment Term: **30 calendar days from date of inspection and acceptance**
5. Price proposal must be valid for a period of **thirty (30) calendar days** from the date of submission.
6. Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
7. Proposals exceeding the ABC shall be automatically rejected.
8. As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, **bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC**, if applicable.
9. The **award of contract** shall be made to the single or lowest calculated and responsive proposal, which complied with the minimum technical specifications and other terms and conditions stated herein.
10. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of his/her duly authorized representative/s.
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. PITAHC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open.



PRICE PROPOSAL FORM

Date: _____

The Bids and Awards Committee

PITAHC Building, Matapang Street, East Avenue Medical Center Compound,
Barangay Central Quezon City

Sir/Madam:

After having carefully read and accepted the Terms and Conditions, I/we submit our proposal for the item/s as follows:

Item Description	Unit Price (in PhP)	Total Price (VAT inclusive) (in PhP)
REPAIR OF PITAHC SERVICE VEHICLE HYUNDAI STAREX SKW-934 <i>As per the Terms and Conditions</i>		

Amount in Words: _____

The above-quoted price/s is/are inclusive of **all costs** and applicable taxes.

Very truly yours,

Signature : _____

Printed Name : _____

Date : _____

Company Name : _____

Contact Number : _____

PHILGEPS Registration Number: _____



BREAKDOWN OF PROPOSAL

Repair of PITAHC Service Vehicle Hyundai Starex SKW-934

As per the Terms and Conditions

Item Description	Unit Price in PhP	Total Price in PhP
INCLUSIONS:		
A. Parts/supplies:		
-overhauling gasket, 1 set		
-piston ring, 1 set		
-piston pin bushing, 1 set		
-piston assembly, 1 set		
-main bearing, 1 set		
-connecting rod bearing, 1 set		
-thruswasher, 1 set		
-intake/exhaust valve, 1 set		
-timing belt, small, 1 pc		
-timing belt, big, 1 pc		
-tensioner bearing, small, 1 pc		
-tensioner bearing, big, 1 pc		
-change oil package (includes air,fuel,oil filters and fully synthetic oil approx. 7-8 liters), 1 set		
-liner/sleeve, 1 set		
-valve seal, 1 set		
-coolant, approx. 6-8 ltrs		
TOTAL (A)		PhP
B. Labor:		
-general engine overhauling/ pull down cylinder head and engine block to give way for repair/replace worn-out parts, 1 lot		



-machining cylinder head, engine block, camshaft and crankshaft, <i>1 lot</i>		
-pull down radiator for overhaul and add coolant, <i>1 lot</i>		
TOTAL (B)		PhP
GRAND TOTAL (A+B)		PhP



TECHNICAL SPECIFICATIONS COMPLIANCE

Technical Specifications	Compliance to Technical Specifications (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
Repair of PITAHC Service Vehicle Hyundai Starex SKW-934	Yes ()	No ()	
INCLUSIONS: Parts/supplies: -overhauling gasket, <i>1 set</i> -piston ring, <i>1 set</i> -piston pin bushing, <i>1 set</i> -piston assembly, <i>1 set</i> -main bearing, <i>1 set</i> -connecting rod bearing, <i>1 set</i> -thruswasher, <i>1 set</i> -intake/exhaust valve, <i>1 set</i> -timing belt, small, <i>1 pc</i> -timing belt, big, <i>1 pc</i> -tensioner bearing, small, <i>1 pc</i> -tensioner bearing, big, <i>1 pc</i> -change oil package (includes air,fuel,oil filters and fully synthetic oil approx. 7-8 liters), <i>1 set</i> -liner/sleeve, <i>1 set</i> -valve seal, <i>1 set</i> -coolant, <i>approx. 6-8 ltrs</i>	Yes ()	No ()	
Labor: -general engine overhauling/ pull down cylinder head and engine block to give way for repair/replace worn-out parts, <i>1 lot</i> -machining cylinder head, engine block, camshaft and crankshaft, <i>1 lot</i> -pull down radiator for overhaul and add coolant, <i>1 lot</i>	Yes ()	No ()	
Other Conditions: -All supplies/parts must be manufactured for or compatible with the model of the above-mentioned vehicle	Yes ()	No ()	
-Vehicle inspection is required to ensure that the prospective bidder is amenable to undertaking the replacement of all parts, whether specifically stated or not in the inclusions, as long as these are necessary to repair the unit's Engine Blow-by and perform the change oil service (Supplier must submit Certificate of Vehicle Inspection issued by PITAHC)	Yes ()	No ()	
Warranty: Three (3) month on parts and workmanship	Yes ()	No ()	
OTHER TERMS:			
Delivery Term: 5 working days from date of pick-up of vehicle	Yes ()	No ()	



Delivery Site: PITAHC Central Office, Quezon City	Yes ()	No ()	
Payment Term: 30 calendar days from date of inspection and acceptance	Yes ()	No ()	
Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.	Yes ()	No ()	

Conforme:

Name of the Authorized Representative
And signature

Name of Company

Date