



PERMANENT MISSION OF THE REPUBLIC OF THE PHILIPPINES
TO THE ASSOCIATION OF SOUTHEAST ASIAN NATIONS, JAKARTA



24 June 2024

RFQ-JPM-2024-11

**BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION**

The Permanent Mission of the Philippines to ASEAN through its Bids and Awards Committee (BAC) is pleased to invite you to submit an Open Quotation for the provision of Procurement Car Rental Services subject to the General Conditions stated herein, on or before **5:00 PM, Monday, 01 July 2024**, described as follows:

Name of Project : Procurement of Car Rental Services for Permanent Mission of the Philippines to ASEAN

Specifications : Please see attached Terms of Reference

General conditions:

1. Prices should be inclusive of all relevant taxes and charges;
2. Prices shall be quoted in Indonesian Rupiah (IDR) and payment will be made also in IDR;
3. The bidder must submit the following documentary requirements:
 - a. Business permit
 - b. Income tax returns
 - c. Company profile
4. The BAC reserves the right to request for or waive any documentary requirement taking into consideration the usual trade and business practices being observed in Indonesia in accordance with Government Policy Procurement Board (GPPB) Resolution No. 28-2017;
5. This Request must not be taken as a guarantee that the Mission shall enter automatically into a contract; and should a contract be entered into, this will in no way be construed as a waiver of the Mission's sovereign immunity;
6. The bidder that submits the Lowest Calculated and Responsive Bid shall be awarded the contract subject to the best interests of the Philippine Government.

For further inquiries or clarifications, please refer to:

Bids and Awards Committee (BAC) Secretariat

Permanent Mission of the Philippines to ASEAN
Jalan Wijaya XVI No. 3-5, Melawai, Kebayoran Baru
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[SGD]
LORENZO CRIS D. VIDAL
BAC Chairperson

TERMS OF REFERENCE

PROJECT NAME : Procurement of Car Rental Services for the Permanent Mission of the Philippines to ASEAN

APPROVED BUDGET FOR THE CONTRACT : IDR 6,000,000.00

BACKGROUND

The Permanent Mission of the Philippines to ASEAN in Jakarta, Indonesia needs transportation services during the Second Meeting of the Group of the East Asia Summit (EAS) Participating Countries' Ambassadors to ASEAN in Jakarta (2/2024 EAS Group Meeting) and EAS Group Retreat).

OBJECTIVE

The objective of this undertaking is to ensure the procurement of car rental services will come from a qualified and eligible company.

APPLICABLE RULES AND REGULATIONS

The selection of a vendor for the project shall be done in accordance with Government Procurement Policy Board (GPPB) Resolution 28-2017 dated 31 July 2017 (Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas).

The Permanent Mission of the Philippines to ASEAN in Jakarta, Indonesia, by entering into a contract with the successful bidder, does not waive its sovereign immunity, as the project is being undertaken as an official act. In this regard, any conflict arising from the implementation of the project shall be resolved through negotiations.

SERVICES

The company shall provide the following:

1. Premium Car Rental Services with driver on 02-03 July 2024.
2. Location: Jakarta to Puncak on 02 July 2024 and Puncak to Jakarta on 03 July 2024.
3. Final price must include gas, service charge, food for the driver, tax, and other lawful charges.

PAYMENT SCHEME

Payment shall be in accordance to the laws and regulations of the Republic of Indonesia. Preferably, a one-time payment will be made within thirty (30) days from the date of receipt of the official invoice.