



UNIVERSITY OF THE PHILIPPINES BAGUIO
Governor Pack Road, Baguio City, Benguet, CAR
VAT Reg. TIN: 000-864-006-00007

**Request for Quotation
VAN RENTAL as SHUTTLE SERVICE**

Date: September 28, 2020
RFQ No.: RFQ-SOA-2020-09-02
MOP: AMP - SMALL VALUE PROCUREMENT

Please quote your lowest price on the transport services listed below, starting the shortest time of delivery and submit your Quotation duly signed by your representative not later than 12:00noon on 30 SEPTEMBER 2020.

- Note: 1. All entries must be typewritten and/ or legibly handwritten.
2. Deliver period within the specified period
3. with LTRFB Certificate of Public Conveyance

ITEM NO.	CODE	GENERAL DESCRIPTION	UOM	QUANTITY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
1		VAN RENTAL AS SHUTTLE SERVICE for UP Baguio Employees:						
		ferrying of employees from UP Baguio Campus to Respective homes (ROUTE MAYBE SUBJECT TO CHANGE DEPENDING ON SKELETAL WORK SCHEDULE OF EMPLOYEES)						
		OCTOBER 1, 2, 5-9, 12-16, 19-23, 26-30 at TWO (2) vans per day	lot	1	79,200.00	79,200.00		
		NOVEMBER 2-6, 9-13, 16-20, 23-27 at TWO (2) vans per day	lot	1	72,000.00	72,000.00		
		DECEMBER 1-4, 7-11, 14-17 at TWO (2) vans per day	lot	1	46,800.00	46,800.00		
		SCHEDULE A - UP Baguio to Ambiong - KM4, Tomay - Buyagan La Trinidad Benguet, Magsaysay Avenue, Dreamland, Pinsao and/or other places as needed						
		SCHEDULE B - UP Baguio to Lower Bengao, Bakakeng, Dontogan, San Luis Asin Roan, Irisan, San Carlos Heights, Tacay Road, Fairview and/or other places as needed						
		Scope of Services / CONDITIONS:						
		* Must obtain the required SPECIAL PERMIT as shuttle service from concerned government agency						
		* Business Entity must be within Baguio City or Benguet area to accommodate any sudden change in schedule						
		* Licensed professional driver familiar with the places and the terrain in Baguio City and Benguet						
		* two (2) vans per day, Monday to Friday (except on holidays and during work suspension)						
		* one way trip - afternoon only						
		* van is Convenient, Cozy, Clean and fully sanitized before each day of service, in good running condition						
		*Van MUST HAVE WINDOWS AT THE BACK/PASSENGER AREA and must be kept open during the travel						
		* service is house to house in accordance with the indicated addresses in the schedule						
		*Inclusions: cost includes fuel of the van, salary of the driver & taxes						
		*Inclusions: comprehensive insurance including passengers						
		* schedule dates shall be subject to change with one day advance notice of service cancellation						
						TOTAL:	198,000.00	
TOTAL QUOTED AMOUNT IN WORDS:								

Please quote at your government price (including VAT) and state that the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible or on or before the deadline stated herein.

IRENE J. ENRIQUEZ
Chief, SPMO

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Name of the Company:	_____	Tel. No.:	_____
Address:	_____	Fax No.:	_____
Name of Representative:	_____	Email Address:	_____
Position:	_____		_____
Signature:	_____	Date:	_____