

TERMS OF REFERENCE

For the Procurement of One (1) Brand New
Sports Utility Vehicle (SUV)

The Office of the Solicitor General (OSG) is authorized to purchase one (1) unit of vehicle to be charged against the Agency's Specific Budget under FY 2023 General Appropriations Act, Republic Act No. 11936, through issued National Budget Circular No. 590 dated 3 January 2023 in the amount of Two Million Five Hundred Thousand Pesos (Php2,500,000.00) for the Solicitor General.

Said vehicle is intended for the official use and transportation of the Solicitor General in attending various meetings, hearings, trainings, and the conduct of other official business.

Pursuant to Administrative Order (AO) No. 14 dated 10 December 2018, in relation to Department of Budget and Management Budget Circular No. 2022-1A dated 01 March 2023 and Annex A – *Updated Motor Vehicle Description, Classifications and Specifications Guide*, the following are the allowable car specifications for the Solicitor General with an equivalent rank of a Department Secretary, viz:

A. FOR THE EXERCISE OF THE EXECUTIVE FUNCTIONS

For a Department Secretary/SG-31 and other officials of equivalent rank in NGAs, GOCCs and LGUs	a. Car (Sedan or Hatchback)	A four-wheel enclosed automobile having four (4) side-doors. It can accommodate four (4) to five (5) passengers, including the driver, on two (2) rows of seats. Engine displacement not exceeding 2500 cc for gasoline or 3500 cc for diesel.
	b. MPV	A four-wheel enclosed vehicle having dual side doors and a fifth rear door or lift-up tailgate. It has a

		<p>maximum seating capacity of 10 passengers, including the driver.</p> <p>Engine displacement not exceeding 2500 cc for gasoline or 2800 cc for diesel; or AFV.</p>
	<p>c. Sports Utility Vehicle (SUV)</p>	<p>A type of passenger vehicle which combines the load-hauling and passenger-carrying capacity of an MPV with features designed for off-road driving. It is a high-performance two-wheel/four-wheel drive car built on a truck chassis and a suspension designed for giving ground clearance for off-road driving.</p> <p>Its seating capacity varies from five (5) to 10 passengers.</p> <p>Engine displacement not exceeding 2700 cc for gasoline or 3000 cc for diesel; or AFV</p> <p>As a general rule, the Department Secretary-level official concerned may use a 4x2 SUV.</p>

Hence, listed below are the **minimum** technical specifications of SUV, intended for the Solicitor General:

DIMENSIONS	4,800 (L) x 1,800 (W) x 1,800 (H) mm	
CHASSIS	Seating Capacity	6 persons
	Brakes	Ventilated Discs (Front and Rear)
	Fuel System	Direct Injection
	Tires & Wheel	225/55 R19, 19" Aluminum Alloy Wheels
	Type	Diesel
	Displacement	Not exceeding 2,700 cc
	Transmission	6AT 4x2
	Max. Output	160 @ 3,500
	Max. Torque	200 @ 1,750
	Cylinders	not exceeding four (4)
STANDARD INCLUSION	<ul style="list-style-type: none"> • Three (3) years LTO Registration • Third Party Liability Insurance • Tint • Standard Set of Tools • Owner's Vehicle Maintenance (OVM) Tools • Hydraulic Jack • Spare Tire • Tire Wrench • Freebies (e.g. car cover, early warning device, umbrella) 	
WARRANTY	<ul style="list-style-type: none"> • Three (3) years or 100,000 kms, <i>whichever comes first.</i> • Free labor on Preventive Maintenance Service (PMS) within the first 5,000 kilometers. Costs of materials/parts, if any, are excluded. • Dealer must have service centers in Metro Manila. • AFTER SALES SERVICE 	

	<p>Submission of Certificate of After Sales Service, Manpower Requirements, and Availability of Spare Parts within the warranty period with the list of accredited service centers in the Philippines, indicating the address and contact numbers. Said Certificates shall be issued in the name of OSG.</p>
<p>TERMS OF DELIVERY</p>	<p>Unit shall be delivered within thirty (30) calendar days after receipt of Certificate/Notice to Proceed.</p> <p>The motor vehicle must be delivered at the address below:</p> <p style="text-align: center;">OFFICE OF THE SOLICITOR GENERAL 134 Amorsolo Street, Legazpi Village, Makati City</p> <p>Delivery should be made within office hours and on regular working days on or before the stipulated date in the contract unless otherwise specified for valid reason why the same cannot be complied with.</p>
<p>SPECIAL PROVISION</p>	<p>Bidder must have been engaged in the sale and service maintenance of vehicles in good standing in the Philippines for at least ten (10) years from the date of the Invitation to Bid. The vehicle brand must have good quality track record and must have been commercially sold and distributed in the Philippines for at least 10 years from the date of the Invitation to Bid.</p> <p>Further, bidder must provide at least one (1) similar contract, completed within five (5) years prior to the deadline for the submission and receipt of bids.</p> <p>For this purpose, a contract shall be considered similar to the contract to be bid if it involves goods or services of the same nature and complexity as the subject matter of the project being procured.</p>
<p>ELIGIBLE GOODS AND RELATED SERVICES</p>	<p>Goods to be supplied under the Contract funded under GAA for FY 2023 shall be available in the market to be defined in the ITB, except otherwise to</p>

	<p>be indicated in the Bid documents that would restrict origin of goods and related services from country-of origin prohibited by a decision of the UN Security Council under Chapter VII of the Charter of the United Nations.</p> <p>For purposes of this procurement, "goods" shall refer to motor vehicle from eligible and duly accredited sales and service centers that offers "related after-sales services" such as but not limited to accessibility to service centers for repairs and maintenance, with available off-the shelf spare parts.</p>
<p>INSPECTION, TESTING AND ACCEPTANCE</p>	<p>Upon delivery, the inspection team shall conduct examination of the vehicle.</p> <p>If after said inspection the unit delivered is found to be defective, incomplete, or non-compliant to the specifications herein identified, OSG shall have the right to reject and return the unit and cancel the corresponding Contract.</p> <p>Further, all costs of testing shall be for the account of the supplier.</p>
<p>TERMS OF PAYMENT</p>	<p>Payment within 30 days from completion of delivery, issuance of Inspection and Acceptance Report by the OSG, and submission of all other required documents, such as but not limited to the Motor Vehicle Official Receipt and Certificate of Registration.</p>

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