

PURCHASE REQUEST
OFFICE OF THE SOLICITOR GENERAL
 (Agency)

NOV 10 2023
 Core Job
 Date: November 7, 2023
 Date:

Department: **Administrative Division** PR No. 023-10-191 Date: November 7, 2023
 Section: SAI No. _____

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	unit	<p>SUPPLY AND DELIVERY OF ONE (1) UNIT BRAND NEW AIR-CONDITIONED MINI-BUS FOR THE OFFICE OF THE SOLICITOR GENERAL</p> <p><i>The OSG's objective in procuring a brand-new air-conditioned mini-bus is for the mass transport of OSG officials and employees to trainings, seminars, conferences, capacity building and planning activities and other official travels where the use of the regular OSG buses would not be economical vis-a-vis the number of passengers availing of the transport service.</i></p> <p>Minimum Technical Specifications:</p> <ol style="list-style-type: none"> 1. Body: <ol style="list-style-type: none"> 1.1 Six (6) wheel heavy and long bodied motor vehicle with locally assembled or fully imported chassis and body 1.2 Single deck 1.3 Dimension: (minimum) <ul style="list-style-type: none"> Length = 6,225 (mm) Width = 1,845 (mm) Height = 1,860 (mm) 2. Engine and Brake system: <ol style="list-style-type: none"> 2.1 Diesel fed, direct injection, turbo-charged and intercooled, electronic control common rail type, with exhaust gas recirculation system (EGR); 2.2 Water cooled engine; 2.3 Emission compliant - EURO IV (minimum); 2.4 Front mounted engine; 2.5 Engine displacement: minimum 3,900 cc but not to exceed 6,500 cc, diesel; and 2.6 Antilock Braking System. 3. Transmission: <ol style="list-style-type: none"> 3.1 Speed: Minimum 5-Forward and 1-Reverse; 3.2 Mechanical control with power shift. 4. Air-conditioning system and ventilation: <ol style="list-style-type: none"> 4.1 Roof mounted aircon unit; 4.2 R134a type refrigerant; and 4.3 Adequate air vents for equal distribution of cool air. 5. Seating (minimum of 29 passengers, including driver): <ol style="list-style-type: none"> 5.1 Individual seats for at least 28 passengers (including 1 back seat) plus 1 seat for driver; 5.2 Reclining backrest; and 5.3 Leatherette seat upholstery. 6. Accessories and peripherals: <ol style="list-style-type: none"> 6.1 A/V System: AM/FM stereo, DVD/CD/USB/components, LED TV Monitor (min. of 24 inches), microphone and speakers; 6.2 Standard set of tools (includes one (1) hydraulic jack 5-tons, tire wrench, and early warning device); 6.3 One (1) fire extinguisher; 6.4 Side view mirror; 6.5 Driver's sun visor; 6.6 Inside rear view mirror; and 6.7 Digital clock 7. Paint/Design: White with OSG design decals bearing the latest OSG logo. 	1	Php 4,200,000.00 VAT INCLUDED	Php 4,200,000.00

8. Other requirements:
- 8.1 Warranty over the mini-bus, including its peripherals, accessories for a period of one (1) year;
 - 8.2 Free preventive maintenance for the first 120,000 kilometers or one (1) year, whichever comes first;
 - 8.3 Free LTO registration for the first three (3) years; and
 - 8.4 Free Third Party Liability Insurance for the first year.

Delivery Schedule


The delivery of the minibus must be made within office hours and on a regular working day within seventy-five (75) calendar days from receipt of the Notice to Proceed (NTP).

Please see attached Terms of Reference:

- I. Background
- II. Objective
- III. Approved Budget for the Contract
- IV. Bidder's Qualifications
- V. Deliverables
- VI. Technical Specifications
- VII. Delivery Schedule
- VIII. Inspection, Testing and Acceptance
- IX. Terms of Payment

Attached: Memorandum and Approved Terms of Reference (TOR) from Technical Working Group for the Procurement of New OSG Mini-Bus FY 2023


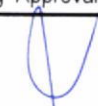


FUNDS AVAILABLE:



BERNADETTE M. LIM
DIRECTOR IV

Amount in Words: **Four Million Two Hundred Thousand Pesos Only** Php 4,200,000.00

Purpose: **For Public Bidding**

Prepared By:	Recommending Approval:	Approved by:
		
SHERA JANE B. SOLON 	EDITHA R. BUENDIA	MENARDO I. GUEVARRA
Administrative Officer V	Director IV, HRMAS	Solicitor General