



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO ST., SAN MIGUEL, MANILA

SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1

This SBB No. 1 dated August 15, 2017 for the Project, "Motor Vehicles" is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

| PARTICULARS | | | | CLARIFICATIONS/AMENDMENTS | | | |
|---|--|----------|--|---|---|----------|--|
| Section VI. Schedule of Requirements | | | | Section VI. Schedule of Requirements | | | |
| Lot | Description | Quantity | Delivery Schedule | Lot | Description | Quantity | Delivery Schedule |
| 1 | <p>A four-wheel enclosed vehicle having dual side doors and a fifth rear door or lift-up tailgate. Smaller body size van and more streamlined and designed for maximum interior room.</p> <p>The following shall be submitted during the delivery of the four-wheel enclosed vehicle:</p> <ul style="list-style-type: none"> a. One (1) year GSIS TPL Insurance; and b. One (1) year GSIS Comprehensive Insurance <p>The following shall be submitted anytime within the specified delivery schedule:</p> <ul style="list-style-type: none"> a. Three (3) years LTO Registration (red plate); and b. Official Receipt and Certificate of Registration (OR/CR). | 1 unit | Within ninety (90) calendar days upon receipt of the Notice to Proceed | 1 | <p>A four-wheel enclosed vehicle having dual side doors and a fifth rear door or lift-up tailgate. Smaller body size van and more streamlined and designed for maximum interior room.</p> <p>The following shall be submitted during the delivery of the four-wheel enclosed vehicle:</p> <ul style="list-style-type: none"> c. One (1) year GSIS TPL Insurance; and d. One (1) year GSIS Comprehensive Insurance <p>The following shall be submitted anytime within the specified delivery schedule:</p> <ul style="list-style-type: none"> a. Three (3) years LTO Registration (red plate) (UNDER THE NAME OF THE DEPARTMENT OF BUDGET AND MANAGEMENT); and b. Official Receipt and Certificate of Registration (OR/CR). | 1 unit | Within ninety (90) calendar days upon receipt of the Notice to Proceed |

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NOTE: A DOCUMENT CERTIFYING THAT THE STEERING TYPE IS RACK AND PINION SHALL BE SUBMITTED DURING POST-QUALIFICATION.

Section VI. Schedule of Requirements

| Lot | Description | Quantity | Delivery Schedule |
|-----|---|----------|--|
| 2 | <p>A large four-wheel enclosed vehicle intended for conveying passengers and/or hauling cargo.</p> <p>The following shall be submitted during the delivery of the large four-wheel enclosed vehicle:</p> <ul style="list-style-type: none"> a. One (1) year GSIS TPL Insurance; and b. One (1) year GSIS Comprehensive Insurance <p>The following shall be submitted anytime within the specified delivery schedule:</p> <ul style="list-style-type: none"> a. Three (3) years LTO Registration (red plate); and b. Official Receipt and Certificate of Registration (OR/CR). | 12 units | Within ninety (90) calendar days upon receipt of the Notice to Proceed |

Section VI. Schedule of Requirements

| Lot | Description | Quantity | Delivery Schedule |
|-----|---|----------|--|
| 2 | <p>A large four-wheel enclosed vehicle intended for conveying passengers and/or hauling cargo.</p> <p>The following shall be submitted during the delivery of the large four-wheel enclosed vehicle:</p> <ul style="list-style-type: none"> c. One (1) year GSIS TPL Insurance; and d. One (1) year GSIS Comprehensive Insurance <p>The following shall be submitted anytime within the specified delivery schedule:</p> <ul style="list-style-type: none"> a. Three (3) years LTO Registration (red plate) (UNDER THE NAME OF THE DEPARTMENT OF BUDGET AND MANAGEMENT) and b. Official Receipt and Certificate of Registration (OR/CR). | 12 units | Within ninety (90) calendar days upon receipt of the Notice to Proceed |

NOTE: A DOCUMENT CERTIFYING THAT THE STEERING TYPE IS RACK AND PINION SHALL BE SUBMITTED DURING POST-QUALIFICATION.

Attached are the two (2) Revised Section VI. Schedule of Requirements.

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Section VII. Technical Specifications

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Lot 1 – One (1) unit of Crossover Utility Vehicle for DBM Central Office

Minimum Specifications

| | |
|--|--|
| DESCRIPTION | A four-wheel enclosed vehicle having dual side doors and a fifth rear door. Smaller body size van and more streamlined and designed for maximum interior room. |
| ENGINE | Type: Gas, 4-Cylinder, In-Line 16 Valve, Double Overhead Camshaft |
| Displacement | Not exceeding 2,000cc |
| Transmission | 6-Speed AT with Sequential Control |
| Maximum output | Manufacturer's standard |
| Minimum torque | Manufacturer's standard |
| CHASSIS | |
| Seating Capacity | At least 7 pax |
| Drive Train | 2 rear-wheel drive |
| Steering Type | Rack and Pinion with Power Steering |
| Suspension-Front | Manufacturer's standard |
| Suspension-Rear | Manufacturer's standard |
| Brakes-Front | Disc |
| Brakes-Rear | Drum |
| Wheels (rim) | Alloy |
| Tires | 205/65 R16 (Manufactured within 12 months prior to the date of delivery of the four-wheel enclosed vehicle) |
| Fuel Tank Capacity | At least 55 liters minimum |
| Color of Unit | Black |
| ACCESSORIES & SAFETY FEATURES | |
| Air-conditioner | Automatic Climate Control |

Section VII. Technical Specifications

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Lot 1 – One (1) unit of Crossover Utility Vehicle for DBM Central Office

Minimum Specifications

| | |
|--|--|
| DESCRIPTION | A four-wheel enclosed vehicle having dual side doors and a fifth rear door. Smaller body size van and more streamlined and designed for maximum interior room. |
| ENGINE | Type: Gas, 4-Cylinder, In-Line 16 Valve, Double Overhead Camshaft |
| Displacement | Not exceeding 2,000cc |
| Transmission | 6-Speed AT with Sequential Control |
| Maximum output | Manufacturer's standard |
| Minimum torque | Manufacturer's standard |
| CHASSIS | |
| Seating Capacity | At least 7 pax |
| Drive Train | 2 rear-wheel drive |
| Steering Type | Rack and Pinion with Power Steering/ POWER ASSIST |
| Suspension-Front | Manufacturer's standard |
| Suspension-Rear | Manufacturer's standard |
| Brakes-Front | Disc |
| Brakes-Rear | Drum |
| Wheels (rim) | Alloy |
| Tires | 205/65 R16 (Manufactured within 12 24 months prior to the date of delivery of the four-wheel enclosed vehicle) |
| Fuel Tank Capacity | At least MINIMUM OF 55 liters minimum |
| Color of Unit | Black |
| ACCESSORIES & SAFETY FEATURES | |
| Air-conditioner | Automatic Climate Control |

| | |
|-------------------------------|--|
| Audio system | 2-DIN Display Audio CD / Tuner / MP3 / Navigation, 6 speakers |
| Power features | Windows and Door Locks |
| Safety Features | SRS Airbag (Driver and Passenger Sides), ABS (Anti-lock Braking System) |
| Other Accessories | Factory Rust Proofing, Tint (Windows and Visor), Carpet Matting, Seat Cover, Warranty Booklet Case, Carwash with Body Wax, Complete Set of Tools, Jack and Manuals, EWD, Brand New Aluminium Step Board |
| INCLUSIONS | Free Labor Charge on 1000 km. & 5000 km. periodic maintenance checkups Three (3) years LTO Registration (red plate) One (1) year GSIS TPL Insurance One (1) year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management |
| MANUFACTURERS WARRANTY | Scope of Coverage: a. Materials used b. Workmanship c. Roadworthiness Duration: Three (3) years or 100,000 kms., whichever comes first |

| | |
|-------------------------------|---|
| Audio system | ≥ AT LEAST 1-DIN Display Audio CD / Tuner / MP3 / Navigation, 6 speakers |
| Power features | Windows and Door Locks |
| Safety Features | SRS Airbag (Driver and Passenger Sides), ABS (Anti-lock Braking System) |
| Other Accessories | Factory Rust Proofing, Tint (Windows and Visor), Carpet Matting, Seat Cover, Warranty Booklet Case, Carwash with Body Wax, Complete Set of Tools, Jack and Manuals, EWD, Brand New Aluminium Step Board |
| INCLUSIONS | Free Labor Charge on 1000-km. & 5000-km. periodic maintenance checkups Three (3) years LTO Registration (red plate) (UNDER THE NAME OF THE DEPARTMENT OF BUDGET AND MANAGEMENT) One (1) year GSIS TPL Insurance One (1) year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management |
| MANUFACTURERS WARRANTY | Scope of Coverage: a. Materials used b. Workmanship c. Roadworthiness Duration: Three (3) years or 100,000 kms., whichever comes first |

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Section VII. Technical Specifications

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Lot 2 - Twelve (12) Units of Passenger Vans

| Minimum Specifications | |
|---------------------------|---|
| DESCRIPTION | A large four-wheel enclosed vehicle intended for conveying passengers and/or hauling cargo. |
| ENGINE | Type: Diesel, 4-Cylinders, In-Line 16V, Double Overhead Camshaft (DOHC) Turbo Charge |
| Displacement | Not exceeding 3000cc |
| Transmission | 5-speed Manual (Dash-Mounted) |
| Maximum output | Manufacturer's standard |
| Minimum torque | Manufacturer's standard |
| CHASSIS | |
| Seating Capacity | At least 15 pax/Front Facing |
| Drive Train | 2 rear-wheel drive |
| Steering Type | Rack and pinion with power assist |
| Suspension-Front | Manufacturer's standard |
| Suspension-Rear | Manufacturer's standard |
| Brakes-Front | Disc |
| Brakes-Rear | Drum |
| Wheels (rim) | Steel with Full Cap |
| Tires | 195/80 R15 (Manufactured within 12 months prior to the date of delivery of the large four-wheel enclosed vehicle) |
| Fuel Tank Capacity | 55-80 liters |
| Color of Unit | White |
| ACCESSORIES | |
| Air-conditioner | Dual, Manual Controls |

Section VII. Technical Specifications

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Lot 2 - Twelve (12) Units of Passenger Vans

| Minimum Specifications | |
|---------------------------|--|
| DESCRIPTION | A large four-wheel enclosed vehicle intended for conveying passengers and/or hauling cargo. |
| ENGINE | Type: Diesel, 4-Cylinders, In-Line 16V, Double Overhead Camshaft (DOHC) Turbo Charge |
| Displacement | Not exceeding 3000cc |
| Transmission | 5-speed Manual (Dash-Mounted) |
| Maximum output | Manufacturer's standard |
| Minimum torque | Manufacturer's standard |
| CHASSIS | |
| Seating Capacity | At least 15 pax/Front Facing |
| Drive Train | 2 rear-wheel drive |
| Steering Type | Rack and pinion with POWER STEERING/Power Assist |
| Suspension-Front | Manufacturer's standard |
| Suspension-Rear | Manufacturer's standard |
| Brakes-Front | Disc |
| Brakes-Rear | Drum |
| Wheels (rim) | Steel with Full Cap |
| Tires | 195/80 R15 (Manufactured within 12 24 months prior to the date of delivery of the large four-wheel enclosed vehicle) |
| Fuel Tank Capacity | MINIMUM OF 55-80 liters |
| Color of Unit | White |
| ACCESSORIES | |
| Air-conditioner | Dual, Manual Controls |

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|-------------------------------|--|
| Audio system | 2-Din CD / Tuner / MP3 / Aux / with/without USB, with/without remote control, 2 speakers |
| Safety Features | SRS Airbag (Driver side and/or Passenger side) |
| Other Accessories | Factory Rust Proofing, Tint (Windows and Visor), Carpet Matting, Seat Cover, Warranty Booklet Case, Complete Set of Tools, Jack and Manuals, EWD |
| INCLUSIONS | Free Labor Charge on 1000 km. & 5000 km. periodic maintenance checkups Three (3) years LTO Registration (red plate) One (1) year GSIS TPL Insurance One (1) year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management |
| MANUFACTURERS WARRANTY | Scope of Coverage: a. Materials used b. Workmanship c. Roadworthiness Duration: Three (3) years or 100,000 kms., whichever comes first |

| | |
|-------------------------------|---|
| Audio system | ≥ AT LEAST 1-Din CD / Tuner / MP3 / Aux / with/without USB, with/without remote control, 2 speakers |
| Safety Features | SRS Airbag (Driver side and/or Passenger side) |
| Other Accessories | Factory Rust Proofing, Tint (Windows and Visor), Carpet Matting, Seat Cover, Warranty Booklet Case, Complete Set of Tools, Jack and Manuals, EWD |
| INCLUSIONS | Free Labor Charge on 1000-km. & 5000-km. periodic maintenance checkups Three (3) years LTO Registration (red plate) (UNDER THE NAME OF THE DEPARTMENT OF BUDGET AND MANAGEMENT) One (1) year GSIS TPL Insurance One (1) year GSIS Comprehensive Insurance The unit shall be registered under the name of the Department of Budget and Management |
| MANUFACTURERS WARRANTY | Scope of Coverage: a. Materials used b. Workmanship c. Roadworthiness Duration: Three (3) years or 100,000 kms., whichever comes first |


Attached are the two (2) Revised Section VII. Technical Specifications.

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|---|----------------------------|---|----------------------|--|--|----------------------------|---|----------------------|--|
| Bid Form | | | | | Bid Form | | | | |
| xxx xxx xxx | | | | | xxx xxx xxx | | | | |
| Particulars | Quantity/ Units | Model/ Variant to be Delivered | Unit Cost | Total Cost (in Pesos, inclusive of VAT) | Particulars | Quantity/ Units | Model/ Variant to be Delivered | Unit Cost | Total Cost (in Pesos, inclusive of VAT) |
| Passenger Vans | 12 | | | | Passenger Vans | 12 | | | |
| xxx xxx xxx | | | | | xxx xxx xxx | | | | |
| | | | | | <p><i>*BROCHURE PERTAINING TO THE MODEL/VARIANT TO BE DELIVERED SHALL ALSO BE SUBMITTED TOGETHER WITH THIS FORM.</i></p> <p>Attached is the Revised Bid Form for Lot 2.</p> | | | | |
| Clarification: | | | | | | | | | |
| In the Pre-bid Conference conducted on August 8, 2017, a prospective bidder clarified the validity period for the Committed Line of Credit. | | | | | The Committed Line of Credit shall be valid until November 20, 2017, or 90 days from the date of submission and receipt of bids. | | | | |

Other Matters:

- For authentication purposes, all pages of the bid should be initialed by the authorized signatory.
- The “No Contact Rule” shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective August 22, 2017 right after the opening of bids.
- For guidance and information of all concerned.


ATTY. AGNES JOYCE G. BAILEN
 Undersecretary
 Chairperson, DBM-BAC

Section VI. Schedule of Requirements (Revised)

The delivery schedule expressed as weeks/months stipulates hereafter the date of delivery to the project site.

| Lot | Description | Quantity | Delivery Schedule |
|-----|--|----------|--|
| 1 | <p>A four-wheel enclosed vehicle having dual side doors and a fifth rear door or lift-up tailgate. Smaller body size van and more streamlined and designed for maximum interior room.</p> <p>The following shall be submitted during the delivery of the four-wheel enclosed vehicle:</p> <ul style="list-style-type: none"> a. One (1) year GSIS TPL Insurance; and b. One (1) year GSIS Comprehensive Insurance <p>The following shall be submitted anytime within the specified delivery schedule:</p> <ul style="list-style-type: none"> a. Three (3) years LTO Registration (under the name of the Department of Budget and Management); and b. Official Receipt and Certificate of Registration (OR/CR). | 1 unit | Within ninety (90) calendar days upon receipt of the Notice to Proceed |

Note: A document certifying that the Steering Type is Rack and Pinion shall be submitted during post-qualification.

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Section VI. Schedule of Requirements (Revised)

The delivery schedule expressed as weeks/months stipulates hereafter the date of delivery to the project site.

| Lot | Description | Quantity | Delivery Schedule |
|-----|---|----------|--|
| 2 | <p>A large four-wheel enclosed vehicle intended for conveying passengers and/or hauling cargo.</p> <p>The following shall be submitted during the delivery of the large four-wheel enclosed vehicle:</p> <ul style="list-style-type: none"> a. One (1) year GSIS TPL Insurance; and b. One (1) year GSIS Comprehensive Insurance <p>The following shall be submitted anytime within the specified delivery schedule:</p> <ul style="list-style-type: none"> a. Three (3) years LTO Registration (under the name of the Department of Budget and Management); and b. Official Receipt and Certificate of Registration (OR/CR). | 12 units | Within ninety (90) calendar days upon receipt of the Notice to Proceed |

Note: A document certifying that the Steering Type is Rack and Pinion shall be submitted during post-qualification.

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

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Section VII. Technical Specifications

(Revised)

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

Lot 1 – One (1) unit of Crossover Utility Vehicle for DBM Central Office

| Item | Minimum Specifications | Bidder's Statement of Compliance |
|------|--|----------------------------------|
| 1. | <ul style="list-style-type: none"> • DESCRIPTION A four-wheel enclosed vehicle having dual side doors and a fifth rear door. Smaller body size van and more streamlined and designed for maximum interior room. • ENGINE Type: Gas, 4-Cylinder, In-Line 16 Valve, Double Overhead Camshaft Displacement Not exceeding 2,000cc Transmission 6-Speed AT with Sequential Control Maximum output Manufacturer's standard Minimum torque Manufacturer's standard • CHASSIS Seating Capacity At least 7 pax Drive Train 2 rear-wheel drive Steering Type Power Steering/Power Assist Suspension-Front Manufacturer's standard Suspension-Rear Manufacturer's standard Brakes-Front Disc Brakes-Rear Drum Wheels (rim) Alloy Tires 205/65 R16 (Manufactured within 24 months prior to the date of delivery of the four-wheel enclosed vehicle) | |

| | |
|--|--|
| Fuel Tank Capacity | Minimum of 55 liters |
| Color of Unit | Black |
| • ACCESSORIES & SAFETY FEATURES | |
| Air-conditioner | Automatic Climate Control |
| Audio system | At least 1-DIN Display Audio CD / Tuner / MP3 / Navigation, 6 speakers |
| Power features | Windows and Door Locks |
| Safety Features | SRS Airbag (Driver and Passenger Sides), ABS (Anti-lock Braking System) |
| Other Accessories | Factory Rust Proofing, Tint (Windows and Visor), Carpet Matting, Seat Cover, Warranty Booklet Case, Carwash with Body Wax, Complete Set of Tools, Jack and Manuals, EWD, Brand New Aluminium Step Board |
| • INCLUSIONS | |
| | Free Labor Charge on 1000-km. & 5000-km. periodic maintenance checkups Three (3) years LTO Registration (under the name of the Department of Budget and Management) One (1) year GSIS TPL Insurance One (1) year GSIS Comprehensive Insurance |
| • MANUFACTURER'S WARRANTY | |
| | Scope of Coverage: a. Materials used b. Workmanship c. Roadworthiness Duration: Three (3) years or 100,000 kms., whichever comes first |

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

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Section VII. Technical Specifications

(Revised)

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

Lot 2 - Twelve (12) Units of Passenger Vans

| Item | Minimum Specifications | Bidder's Statement of Compliance |
|------|--|----------------------------------|
| 1. | <ul style="list-style-type: none"> • DESCRIPTION A large four-wheel enclosed vehicle intended for conveying passengers and/or hauling cargo. • ENGINE Type: Diesel, 4-Cylinders, In-Line 16V, Double Overhead Camshaft (DOHC) Turbo Charge Displacement Not exceeding 3000cc Transmission 5-speed Manual (Dash-Mounted) Maximum output Manufacturer's standard Minimum torque Manufacturer's standard • CHASSIS Seating Capacity At least 15 pax/Front Facing Drive Train 2 rear-wheel drive Steering Type Power Steering/Power Assist Suspension-Front Manufacturer's standard Suspension-Rear Manufacturer's standard Brakes-Front Disc Brakes-Rear Drum Wheels (rim) Steel with Full Cap Tires 195/80 R15 (Manufactured within 24 months prior to the date of delivery of the large four-wheel enclosed vehicle) | |

| | |
|----------------------------------|--|
| Fuel Tank Capacity | Minimum of 55 liters |
| Color of Unit | White |
| • ACCESSORIES | |
| Air-conditioner | Dual, Manual Controls |
| Audio system | At least 1-Din CD / Tuner / MP3 / Aux / with/without USB, with/without remote control, 2 speakers |
| Safety Features | SRS Airbag (Driver side and/or Passenger side) |
| Other Accessories | Factory Rust Proofing, Tint (Windows and Visor), Carpet Matting, Seat Cover, Warranty Booklet Case, Complete Set of Tools, Jack and Manuals, EWD |
| • INCLUSIONS | Free Labor Charge on 1000-km. & 5000-km. periodic maintenance checkups Three (3) years LTO Registration (under the name of the Department of Budget and Management) One (1) year GSIS TPL Insurance One (1) year GSIS Comprehensive Insurance |
| • MANUFACTURER'S WARRANTY | Scope of Coverage: a. Materials used b. Workmanship c. Roadworthiness Duration: Three (3) years or 100,000 kms., whichever comes first |

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

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Bid Form
(Revised)

Date: _____
Invitation to Bid No.: DBM-2017-10

To: *[name and address of Procuring Entity]*

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to the DBM, our services for the Project, “**Motor Vehicles,**” in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* details is shown below:

| Particulars | Quantity/ Units | Model/ Variant to be Delivered | Unit Cost | Total Cost (in Pesos, inclusive of VAT) |
|----------------|--------------------|---|-----------|--|
| Passenger Vans | 12 | | | |

**Brochure pertaining to the model/variant to be delivered shall also be submitted together with this form.*

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the **Motor Vehicles of the Department of Budget and Management]** *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for **Motor Vehicles of the Department of Budget and Management.****

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

