

**Republic of the Philippines**  
**Department of Trade and Industry**  
**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

**Solicitation No.: CITEM-2023-0154**

**NOTICE TO CONDUCT PROCUREMENT OF GOODS  
AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING  
SERVICES TO BE PROCURED AND PERFORMED OVERSEAS**

Pursuant to GPPB-Resolution No. 28-2017 dated 31 July 2017, the Center for International Trade Expositions and Missions (CITEM), through its Bids and Awards Committee (BAC), hereby issues this Notice for:

**VEHICLE RENTAL FOR THE PHILIPPINE PARTICIPATION  
IN CHINA INTERNATIONAL IMPORT EXPO (CIIE) 2023**

*(Please see attached Request for Quotation Form for more details)*

**Approved Budget of the Contract: PHP 345,600.00**

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309/218 or fax no. 834-0177/8331284 or e-mail at [citembac@citem.com.ph](mailto:citembac@citem.com.ph).

  
**ATTY. ANNA GRACE I. MARPURI**  
Chairman, CITEM-BAC



## REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact No.: \_\_\_\_\_

Date: 19 October 2023  
RFQ No.: 2023-0154

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed, and stamped in an envelope OR compressed folder and submitted to CITEM BAC.

<b>Deadline of Submission of Quotations: <u>23 October 2023</u></b>	<b>Time: <u>05:00PM</u></b>
<b>Schedule of Opening of Bids: <u>24 October 2023</u></b>	<b>Time: <u>02:00PM</u></b> <b>Venue: <u>ZOOM</u></b>

### VEHICLE RENTAL FOR THE PHILIPPINE PARTICIPATION IN CHINA INTERNATIONAL IMPORT EXPO (CIIE) 2023 APPROVED BUDGET FOR THE CONTRACT: PHP 390,000.00

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
2	units	<b>7-SEATER 2019 OR NEWER CAR MODEL</b> <i>ABC: PHP 230,000.00</i> <b>- One Unit for Undersecretary and/or Executive Director</b> <b>02 November 2023</b> - 3 to 4 hours (4pm to 7pm) – Natl Exhibition and Convention Center (NECC) (pick-up of CITEM/Liaison Officer to Liaison Officer/Executive Director to PVG Airport to Hotel Golden Tulip Shanghai Hongqiao Yankuang to NECC) <b>03 to 10 November 2023</b> – 13 hours daily (07:00AM to 08:00PM) full day in Shanghai <b>- One unit for DA Delegation</b> <b>01 to 11 November 2023</b> – 13 hours daily (07:00AM to 08:00PM) full day in Shanghai		
1	unit	<b>MINIMUM OF 35-SEATER BUS OR COASTER</b> <i>ABC: PHP 160,000.00</i> <b>02 to 09 November 2023</b> – 13 hours daily (07:00AM to 08:00PM) full day in Shanghai <b>10 November 2023</b> – 14 hours daily (07:00AM to 09:00PM) full day in Shanghai		
<b>TOTAL BID OFFER</b>				

**Inclusions / Notes:**

- Includes overtime provision (per hour), parking, toll charges, taxes, bank charges, and other fees
- All vehicles must be clean or sanitized at all times. Driver/s must be hygienic, prompt, and in proper attire
- WeChat account /contact details of the driver/s must be sent to the onsite project officer/s for proper coordination
- Driver must be able to understand English

**Terms and Conditions:**

- 1) The above-quoted prices must be inclusive of all costs and applicable taxes. Prices shall be quoted in Philippine Peso or US Dollar.
- 2) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by CITEM and Supplier.
- 3) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.
- 4) This requirement is **One Project** having several items that shall be **awarded as One Contract**.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.

  
**ATTY. ANNA GRACE I. MARPURI**  
BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Signature over printed name of the Authorized Company Representative

Designation: \_\_\_\_\_

Telephone No(s): \_\_\_\_\_

Email: \_\_\_\_\_