



## **TERMS OF REFERENCE PROCUREMENT OF MOTOR VEHICLE**

### **I. Background**

The Regional Office of the Department of Tourism XI will Purchase Motor vehicles (***Passenger Van and Pick Up***) to be used for the Office Operations specifically for the Marketing, Promotions, and Development for the conduct of Site Validation for Tourism Destinations and other official travels.

This will help the regional office in the transportation needs in all the activities and will add to the existing vehicles to cater to Visiting Tourist invited by the regional office and use as the official vehicle for Dignitaries' visits and other related government activities.

### **II. Type & Specification:**

The Department of Tourism XI requires the services of a ***MOTOR VEHICLE DISTRIBUTOR / COMPANY*** based in the Philippines that will be able to provide the following:

#### ***(a) Purchase of One (1) Brand new Passenger Van Model 2022***

##### ***Specifications:***

- Passenger Van
- Displacement must be 2,755-3,000cc
- 11 Seating Capacity with Spacious Leg Room
- 4 Cylinder, 16 Valves
- Driver & Passenger's Airbags
- Security Lock Alarm System
- Basic Sensors
- 5 Doors with the provision of Rare Windows
- 17in Wheel Size Alloy Wheels
- Safety Signal Lights
- Manual & Auto Air Conditioning
- Exterior Engine Bumper
- LED Light with Fog Light
- Pearl White / White Color
- Automatic or Manual Transmission
- Turbo Intercooler
- 5,300x1950mm
- Mobile Charger
- Auto Brake System (ABS)
- Leather Seats
- Entertainment System
- Navigation Control
- Adjustable Seats
- Power Windows
- Fuel Economy System
- 70-80L Diesel Fuel Capacity
- 6 Speed Engine 2.8 Turbo
- Leather Seats

**(b) Purchase of One (1) Brand New 4x4 Pick-Up Truck Model 2022**

**Specifications:**

- Pick-Up Truck
- Displacement 2,755-3,000cc
- 5 Seating Capacity
- 4 Cylinder, 16 Valves
- Driver & Passenger's Airbags
- Security Lock Alarm System
- Power Windows
- 4 Doors with provision
- 18inch Wheel Size Alloy Wheels
- Manual & Auto Air Conditioning
- ABS Brakes / Ventilated Discs
- LED Light with Fog Light
- Safety Signal Lights
- Gray Metallic Color
- Automatic or Manual Transmission
- Turbo Intercooler
- 5,300x1950mm
- Navigation Control
- Adjustable Seats
- Fuel Economy System
- Power Windows
- 70-80L Diesel Fuel Capacity
- 6 Speed Engine 2.8 Turbo

**(c) Fees and Other Services:**

- Free LTO Registration for 3 years
- 3-year Comprehensive Insurance
- 3-5 years Warranty and Maintenance

**III. Documentary Requirements**

1. Company Profile;
2. Registration Certificate from Securities and Exchange Commission or DTI Business Name;
3. Valid and current Mayor's permit;
4. Company must be Platinum PhilGeps registered;
5. Must be based in the Philippines;
6. Accepts Government payment process (P.O);
7. 20-25 Years in Business in Davao Region and in the Philippines.

**IV. Service Requirements**

1. Available Repair and Service Center within Davao City and Region-wide;
2. Parts available within Davao Region and in the country;
3. 24/7 Vehicle Service Center available nationwide;
4. Standard Quality Services;
5. Vehicle Ready and Available for Release maximum of two (2) months;
6. Brand new vehicles 2022 Latest Model.

**V. Budget**

The allotted budget is **THREE MILLION SEVEN HUNDRED FIFTEEN THOUSAND PESOS ONLY (Php3,715,000.00)**, including Delivery Charges, Release fees. (inclusive of prescribed government taxes.)

**VI. Payment Procedure and Terms**

Send-bill to:  
DIR. TANYA RABAT-TAN  
Regional Director  
Department of Tourism - XI  
Rm 512 5<sup>th</sup> Flr. LANDCO Corporate Centre  
JP Laurel Avenue, Davao City, 8000

**VII. Contact Person**

Name : Alkid Hatosa / Kamille Araneta  
Address : Department of Tourism Regional Office-XI, DOT Office,  
Landco Bldg., J.P. Laurel Ave., Bajada, Davao City.  
Contact Nos. : (082) 225-1940 / 237-9288 / 09152511420  
Email : [2021dotxi.procurement@gmail.com](mailto:2021dotxi.procurement@gmail.com)  
[dot11@tourism.gov.ph](mailto:dot11@tourism.gov.ph)

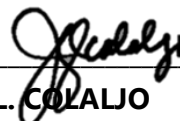
**Prepared by:**



**ALKID HATOSA**

Tourism Operations Assistant  
Department of Tourism-XI

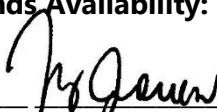
**Recommended by:**



**JUDY L. COLALJO**

Chief Tourism Operations Officer  
Department of Tourism-XI

**Funds Availability:**



**GRACE JOVEN**

Accountant II  
Department of Tourism-XI

**Approved by:**



**TANYA RABAT-TAN**

Regional Director, DOT-XI