

TERMS OF REFERENCE (TOR)

I. Project Name/Title

Procurement of brand new One (1) Sports Utility Vehicle (SUV) for MARINA Regional Office - X

II. Approved Budget for the Contract (ABC)

The total Approved Budget for the Contract (“ABC”) for this procurement is **ONE MILLION EIGHT HUNDRED TEN THOUSAND (₱1,810,000.00)**, inclusive of VAT and all other applicable government taxes to be charged against the FY 2022 General Appropriations Act (RA 11639), Continuing Appropriations.

III. Technical Specifications

Listed below are the minimum standard specifications of the brand-new SUV;

Seating Capacity (persons)	7 seats
Engine Type	2.4 L Diesel, 4-Cylinder, 16 Valve, DOHC, with intercooler, Euro 4
Engine Displacement (cc)	Not exceeding 2700 cc for gasoline or 3000 cc for diesel; or AFV
Max. Power (ps/rpm)	204/3
Max. Torque (nm/rpm)	500/1600-2400
Fuel System	Diesel/ Gasoline
Transmission type	A/T / Manual
Brakes-Front and Rear	Ventilated Disc and Drum
Tire/wheel	265/60R 18” Alloy
Safety features	Dual SRS Airbag (driver and front passenger), side door impact beams, front 3P ELR (2 pcs) 2P NR (1pc) (pre-tensioner and force limiter and Rear NR 11pcs.) seatbelts, durable frame structure
Air-conditioning system	Dual type-auto climate control/automatic climate control
Audio system	8” display audio, apple carplay+ android auto+ smart device link (SDL)
Other Requirements	a. Availability of spare parts all over Metro-Manila, Luzon, Visayas and Mindanao b. Basic tool kit with set of tools and jack, new spare tire, early warning device, 3m tint and floor matting

	<ul style="list-style-type: none"> c. Free LTO registration for the first three years with assistance in securing plate numbers. d. Road assistance e. Free labor on preventive maintenance service within the first 1,000-5,000-kilometer check-up/ change oil f. With mag wheels (as applicable) g. Testing parameters during post qualification h. Inclusive of the following: <ul style="list-style-type: none"> ▪ Three (3) years warranty or 100,000 kilometers whichever comes first, on both parts and services ▪ warranty shall cover full replacement of defective items, including labor, spare parts and materials, free of charge
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IV. BIDDERS QUALIFICATION

The dealer / distributor shall have the following qualifications:

- a. Must be at least five 5 years of operation in the Philippine market.
- b. Must have service centers in Metro Manila, Luzon, Visayas and Mindanao.
- c. Must be PhilGEPS Registered

V. Responsibility of the Dealer / Distributor

1. Conduct of drive test of service vehicles;
2. Warranty card should be turned-over to MARINA on the same date of delivery of vehicles;
3. Provide training of at least one (1) hour on proper operation, maintenance and troubleshooting for the service vehicle at the supplier's cost; and,
4. Provide manuals, hand-outs and other peripherals for service vehicles.
5. After Sales Service and Support during the warranty period, all reported defects shall be immediately completely and full satisfactorily repaired/replaced by the winning bidder/supplier within seventy –two (72) hours after receipt of notification in any form of communication such as but not limited to electronic mail, internet platform, verbal, and or written notices from the authorized MARINA officials and or employees.

VI. Terms of Delivery

1. Delivery within thirty (30) calendar days upon receipt of Notice to Proceed, to be delivered to the MARINA Building, 20th Street corner Bonifacio Drive, Port Area Manila:
2. 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 a valid reason why the same cannot be complied with.

VII. Payment Term

The payment shall be done within forty (40) working days after inspection and acceptance by the MARINA.

VIII. Liquidating Damage

MARINA shall impose a penalty of 1/10 of 1% of the total value of the undelivered unit/s for each day of delay as liquidated damages after specified allowable number of days to deliver the units.

IX. Inspection, Testing and Acceptance

The delivered motor vehicles shall be subjected to visual and functional inspection and testing, acceptance and parameters such as, but not limited to:

- Quantity per item and accessories, if applicable
- compliance to specification (offered vs. delivered)
- functionality such as but not limited to:
 - Engine will start-up
 - Air-conditioning system is working system, if applicable
 - Doors and windows mechanisms are functional.

Drive test

X. Right of MARINA

MARINA shall have the right to reject, to return the unit, and/ or cancel the corresponding contract if the unit is found to be defective, incomplete, or non-compliant to the specifications herein specified.

XI. ELIGIBILITY DOCUMENTS REQUIREMENTS

- a. Letter of Intent and Quotation
- b. Valid Business/Mayor's permit
- c. Updated Philgeps Registration
- d. ITR

Submitted by:




RODOLFO R. DIAWA
Chief, GSD

Recommending Approval



NENITA S. ATIENZA
Director II, MFAS

Reviewed by:



RALPH A. NARVAEZ
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Atty. Sharon D. ALEJO
BAC Chairperson

Approved/~~Disapproved~~



Atty. HERNANI N. FABIA
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