



REQUEST FOR QUOTATION

08 April 2026

The Philippine Consulate General in Los Angeles, through its Bids and Awards Committee (BAC) and its Secretariat, intends to procure the twenty-four (24)-month lease of one (1) brand-new official service vehicle. The vehicle should be a current model year hybrid passenger minivan suitable for official, formal and protocol engagements, including consular outreach missions and other official activities.

This procurement activity is undertaken pursuant to GPPB Resolution No. 28-17 dated 31 July 2017, as well as other applicable government procurement, accounting and auditing rules and regulations.

Interested authorized motor vehicle dealers or suppliers are invited to submit their lowest price quotation for the lease, supply, delivery and turnover of the vehicle, together with associated charges detailed in Annex 1, subject to the following conditions:

1. Submitted quotations shall be considered the supplier/dealership's final offer. Should the quotation be acceptable, a duly accomplished and approved Purchase Order and/or contract shall be issued. The final schedule and details shall be indicated or confirmed in the Purchase Order and/or contract.
2. The Consulate General in Los Angeles reserves the right to accept or reject any or all quotations and to award the contract in the best interest of the Government.
3. The vehicle and all inclusions provided shall be subject to inspection and acceptance by the authorized representative of the Consulate General prior to turnover and payment.
4. Payment shall be made in U.S. Dollars directly to the winning supplier/dealership in accordance with the approved lease terms and payment schedule.
5. Payment shall be processed only upon full compliance with prescribed accounting and auditing requirements.
6. The validity period of the quoted price must be clearly indicated in the proposal.
7. The deadline for submission of quotations is not later than 10 April 2026.
8. Quotations may be submitted via email to lapcgpropertysection@gmail.com and admn.philcongenla@gmail.com.

FRANCIS MAYNARD S. MALEON
BAC Chairperson

ANNEX 1

TECHNICAL SPECIFICATIONS / REQUIREMENTS FOR LEASE OF OFFICIAL SERVICE VEHICLE

Purpose: Official service vehicle for protocol, official events, outreach missions, and other official transportation requirements of the Philippine Consulate General in Los Angeles.

Quantity: One (1) unit.

Lease Term / Mileage Allowance / Target Delivery: Twenty-four (24) months; 15,000 miles per year; turnover preferably within 14 calendar days from receipt of the Purchase Order and/or signing of the lease contract.

1. Vehicle Requirements:

- Brand-new (unused), current model year 2026, left-hand drive, and compliant with applicable U.S. standards.
- Hybrid passenger minivan suitable for official and protocol functions.
- Seating capacity of at least seven (7), preferably eight (8); leather-trimmed interior; power sliding doors; and emphasis on passenger comfort, ease of ingress/egress, and cargo space suitable for official travel.

2. Powertrain / Performance:

- Automatic transmission; hybrid powertrain; smooth and quiet ride.
- Fuel-efficient and suitable for city driving as well as long-distance interstate travel in Southern California, Nevada and Arizona.
- Indicate fuel type, estimated fuel economy, drivetrain, and other key performance specifications in the quotation/specifications sheet.

3. Safety and Driver Assistance:

- Standard safety systems (ABS, stability/traction control, airbags, rear-view camera).
- Advanced driver-assistance features (adaptive cruise control, lane keeping assist, blind spot monitoring, rear cross-traffic alert, and automated emergency braking).
- Parking assist and/or 360-degree camera is preferred.

4. Comfort / Convenience:

- Navigation; Bluetooth connectivity; Apple CarPlay and/or Android Auto, if available.
- Multi-zone climate control preferred; adjustable, heated seats; and power-operated front seats.
- Rear passenger amenities such as rear climate vents/controls, sunshades or tinted windows within legal limits, and enhanced second-row comfort are preferred.
- Exterior color preferably black, silver, white, or other suitable formal color; interior preferably black, gray or other dark color, subject to availability.
- All-season tires suitable for Southern California / Nevada / Arizona driving conditions.

5. Warranty and After-Sales:

- Manufacturer's warranty and roadside assistance; specify coverage duration and mileage.
- Availability of authorized service support in/near Los Angeles; indicate any complimentary maintenance package, if offered.
- Please indicate whether routine scheduled maintenance is included or available as part of the lease package.

Documentation and Inclusions:

The quotation should be itemized and should clearly indicate, as applicable, the monthly lease rate, due at signing/down payment, acquisition or bank fee, destination charge, dealer prep/doc fees, registration/title processing charges, taxes, excess mileage charges, disposition or turn-in fees, and any other charges. Dealer-installed options or packages, if any, should be specified separately.

Provide VIN/stock number (if available), vehicle specification sheet/Monroney label, lease term, annual mileage allowance, and delivery lead time/availability (in-stock/incoming).

Assist with registration processing in compliance with the requirements of the U.S. Department of State for diplomatic vehicles. Unit must be delivered with complete keys, manuals, floor mats, and standard accessories.

Quotation Validity: Indicate the validity period of the quoted price (minimum 30 days preferred).

NOTE: Please specify the TERMS OF PAYMENT, DELIVERY DATE and the following details in your submission:

- **BUSINESS NAME OF DEALERSHIP/SUPPLIER**
- **CONTACT PERSON**
- **PHYSICAL ADDRESS**
- **EMAIL ADDRESS**
- **TELEPHONE NUMBER**