



Republic of the Philippines
National Authority for Child Care

Est. 2022

TERMS OF REFERENCE

I. BACKGROUND

The National Authority for Child Care is in the process of procuring passenger vans to improve its operational capabilities. These vehicles are essential for a range of activities including marketing, promotions, and site validations. They will also facilitate official travel needs. This initiative is designed to enhance the transportation capacity for various office functions and to augment the agency's current vehicle fleet.

II. TYPE AND SPECIFICATION

The National Authority for Child Care requires the services of a MOTOR VEHICLE DISTRIBUTOR / COMPANY (as attested by a Certification from Land Transportation Office (LTO)) based in the Philippines and must be present in the market (doing business as motor vehicle distributor/seller) for at least 20 years and able to provide the following specifications of the passenger vans.

Item	Particulars	Minimum Specifications
1	BODY TYPE	Passenger Van
2	MODEL	Latest available
3	QUANTITY	5
4	COLOR	White or Silver
5	ENGINE AND TRANSMISSION	
	5.1 Engine Size	At Least 3.0 Liters
	5.2. Displacement	Not exceeding 3000cc
	5.3. Euro Level	At least Euro 4 emission standard
	5.4. Drive	4 x 2
	5.5. No. of Cylinders	4
	5.6. Fuel Delivery System	Based on Manufacturer's Product Brand Specification Brochure as Offered
	5.7. No. of Valves	16
	5.8. Transmission	5 Speed Manual
	5.9. Steering Type	Left hand drive
	5.10. Body and Frame	Van type with side door/s and rear door
	5.11. Fuel Type	Diesel
	5.12. Fuel Tank Capacity	70 liters
6	DIMENSION	
	6.1. No. of Doors	Minimum of 3
	6.2. Seating Capacity	At least 15 seater (including Driver)
7	TIRES AND WHEELS	
	7.1. Wheel Size	At least 15 inches
	7.2. Wheel Metal Type	Steel
8	SAFETY AND SECURITY	





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	8.1. SRS Airbags	Equipped
	8.2. Driver's Airbag	Equipped
	8.3. Front Passenger's Airbag	Equipped
	8.4. Seatbelt	Equipped
	8.5. Anti-Lock Braking System	Equipped
	8.6. Security Alarm	Not Equipped
	8.7. Reverse Sensors	Not Equipped
	8.8. Front Brakes	Ventilated Discs
	8.9. Rear Brakes	Drum
9	ADDITIONAL FEATURES	
	9.1. All Power	Manual Lock, Windows Manual
	9.2. Audio System	2 DIN, AM/FM, AUX, at least 2 speakers
	9.3. Air-Conditioning System	Dual, Manual Control
10	ACCESSORIES	
	10.1. Dash Cam with Dedicated SD Card	Not Equipped
	10.2. Door Visor	Not Equipped
	10.3. Tint	Equipped
	10.4. Early Warning Device	Equipped
	10.5. Matting	Equipped
	10.6. Step Board (Front only - Driver & Passenger)	Equipped
	10.7. Heavy duty Jumper Cable	Not Equipped
	10.8. Extra Seat Covers	Not Equipped
11	EQUIPMENT TOOLS	
	11.1. Standard Set of Tools	Equipped
	11.2. OVM Tools	Equipped
	11.3. Hydraulic Jack	Equipped
	11.4. Spare Tire	Equipped
	11.5. Tire Wrench	Equipped

It must be noted that the winning bidder shall provide maintenance and operations manuals in English language. The following are vital other requirements.

1. Warranty - Three (3) years or 100,000 kilometers whichever comes first;
2. Three (3) years LTO Registration;
3. One (3) year GSIS Third-Party Liability motor vehicle insurance;
4. Free labor on preventive maintenance service within the first five thousand (5000) kilometers;
5. Dealers must have service centers in Metro Manila and/or nearby provinces;
6. Dealer must have AFTER SALES SERVICE for the following:
 - a. Submission of Certificate of After Sales Service, Manpower Requirements and Availability of spare parts within the warranty period with the list of accredited services centers in the Philippines, indicating the address, telephone numbers and contact persons.





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- b. Certificate of undertaking those spare parts be available 10 years from the date of acceptance.
7. Original Warranty/Guarantee Certificates shall be issued in the name of NATIONAL AUTHORITY FOR CHILD CARE (NACC);
8. Distributorship Agreement shall be provided for the legitimacy of the supplier;
9. In the observance of COA Circular 1977-061: Provision of “For Official Use Only” marking with the name of the office using it on each side of the motor vehicle (see attached picture).

III. DELIVERY SCHEDULE

The following are significant details for the delivery of five (5) Passenger Van;

1. Delivery Period: The five (5) units brand new air-conditioned Passenger Van must be delivered within thirty (30) calendar days upon the receipt of the Notice to Proceed (NTP);
2. Delivery Site: The motor vehicle must be delivered at the address below:

NATIONAL AUTHORITY FOR CHILD CARE
No. 2 Chicago, corner Ermin Garcia St. Brgy. Pinagkaisahan,
Cubao, Quezon City, 1111

3. 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 valid reason why the same cannot be complied with.

IV. INSPECTION, TESTING AND ACCEPTANCE

During the warranty period, the winning bidder or supplier is responsible for ensuring that all defects reported by the National Authority for Contract Compliance (NACC) are fully and satisfactorily addressed within 72 hours of receiving either verbal or written notification.

In the event that the delivered units are found to be defective, incomplete, or do not meet the specified requirements, the NACC reserves the right to reject and return these units, and may also terminate the corresponding contract. Additionally, all expenses associated with testing these units will be borne by the winning bidder.

V. TERMS OF PAYMENT

The payment shall be done within thirty (30) calendar days upon receipt, inspection and acceptance of the vehicle including documents such as Motor Vehicle Official Receipt and Certificate of Registration.

