

**ANNEX A  
Technical Specifications**

Procurement of Transportation Rental and Related Services for the Use of DFA Property Cleansing Committee

<b>I.</b>	<b>Background</b>	
	The Philippine Embassy in Berne, Switzerland intends to procure for Transportation Rental and Related Services for the Use of DFA Property Cleansing Committee	
<b>II.</b>	<b>Objective</b>	
	To contract a reputable car rental company that could accommodate the needs of the Embassy.	
<b>III.</b>	<b>Scope of Work</b>	<b>Statement of Compliance</b>
	<p><b>The Company shall provide the following:</b></p> <ol style="list-style-type: none"> <li>1. Provide a rental car/van service for (5) persons travelling from Zurich Airport to the hotel accommodation in Bern; inclusive of accommodation of at least (10) large luggages; available for a one-way service on 29 September 2024;</li> <li>2. Offer exclusive of MWST/VAT/Diplomatic Discount</li> <li>3. Provide a focal person to handle the account of the Embassy for easy coordination and transaction.</li> </ol>	
<b>IV.</b>	<b>Supplier's Obligations:</b>	
	<p><b>The supplier shall:</b></p> <ol style="list-style-type: none"> <li>1. Must be based in Switzerland;</li> <li>2. Must have online presence;</li> <li>3. Accept MWST or VAT exemption;</li> <li>4. Submit the invoice within 7 days after delivery of service;</li> <li>5. Payment shall be based on actual transactions.</li> </ol>	
<b>V.</b>	<b>TERMS OF PAYMENT</b>	
	The supplier shall submit their bank details together with billing statement/invoice for online banking payment through UBS. For other Commercial Bank, applicable bank charges shall be for the account of the supplier.	