



## **REQUEST FOR QUOTATION**

The Civil Aviation Authority of the Philippines (CAAP-Main Office), through its Canvass and Contract Committee (CCC), will undertake a Small Value Procurement for the "**Procurement on the polishing of Tagaytay Radar, GAD and VIP Building**" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C21-049-09**

Name of Project : **Procurement on the polishing of Tagaytay Radar, GAD and VIP Building**

Approved Budget for: **Php308,350.00**

Specifications : See the attached Annex "B" for specifications

Location : Procurement Division, CAAP, MIA Road, Pasay City

Delivery Term : **30 calendar days** from the receipt of Notice for Compliance

Interested suppliers are required to submit their valid and current following documents in a sealed envelope:

1. Mayor's Permit;
2. Income/Business Tax Return for ABC's above P500,000;
3. PHILGEPS Registration Number;
4. Tax Clearance;
5. Omnibus Sworn Statement for ABC's above P50,000; (**a.** Form must be in accordance with Section 25.3, 2016 IRR **b.** Authorized representative must attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate/Secretary Certificate for Corporation)
6. Price quotation from (Annex "A") during submission of offer/Quotation and,
7. Brochure if applicable

Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.

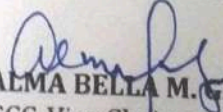
Quotations exceeding the Approved Budget for the Contract shall be rejected.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form. In case two or more bidders are determined to have submitted the Lowest Calculated/Lowest Calculated and Responsive Quotation, CAAP-CCC shall adopt and employ "draw lots" as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.

The CAAP-TIAC shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CAAP shall rescind the contract once the cumulative amount of liquidated damaged reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

  
**ALMA BELLA M. GILO**  
CCC-Vice Chairperson



## PRICE QUOTATION FORM

Date: \_\_\_\_\_

The Chairperson  
Canvass and Contract Committee  
Procurement Division, CAAP,  
MIA Road, Pasay City

Sir/Ma'am:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description			
<b>Procurement on the polishing of Tagaytay Radar, GAD and VIP Building</b>			
Specification	QTY.	Unit Price	Total Price
Please see attached specifications at Annex "B"			
		• Inclusive of Delivery	
		Total (Inclusive of VAT)	

(Amount in Words) \_\_\_\_\_

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Position


\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Contact No.

\_\_\_\_\_  
Email Address

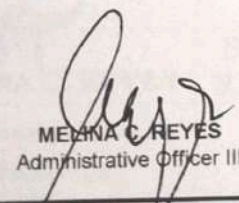


Republic of the Philippines  
**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**  
 Pasay City, Metro Manila 1300

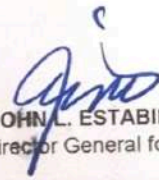
PURCHASE REQUEST			PR Date:		
Stock No.	Unit	ITEM DESCRIPTION	QTY	Unit Cost	Total Cost
		<b>Other Supplies</b>			
	/ set	Foam Single 6 x 36 x 75 High Quality Foam/Built to Last Durable Without Sacrificing Comfort 5 Years Warranty Washable Cover	24	6,500.00	156,000.00
	✓ set	18" x 28" Soft Microfiber Cotton Magic Pillow	48	300.00	14,400.00
	set	6" x 36" x 75" Bed Sheet With 2pcs. 18" x 28" Pillow Case	48	150.00	7,200.00
	set	3-IN-1 "Enchantress" Curtain Set 8 Ring Gromet Top Basic Curtain Semi-Black Out Fabric: US PolyCotton Size: 7ft	28	500.00	14,000.00
	set	Curtain Rod Bracket End Cup Set (3/4") Adjustable 28-48" Kurtina for Window	25	350.00	8,750.00
	set	2pcs Adjustable Gold Curtain Rod Bracket Single Pole Base Iron Wall Mounted Curtain Rod (3/4)	30	150.00	4,500.00
	✓ set	6 cu.Ft. Refrigerator (Two Door)	3	14,500.00	43,500.00
	✓ set	Electric Water Heater Multi Point (Shower)	6	7,500.00	45,000.00
	✓ set	Microwave Oven 23L Capacity 900W	3	5,000.00	15,000.00
*****					
RECOMMENDING APPROVAL:					
 <b>B/GEN ERNESTO R. MILO AFP (Ret)</b> Acting Chief, Administrative and Finance Service					
<b>TOTAL</b>					<b>308,350.00</b>

**Purpose:** For the used of ATS personnel at GAD Center & VIP Building at Tagaytay Radar

**Requested by:**

Signature:   
 Printed Name: **MEDINA C. REYES**  
 Designation: Administrative Officer III

**Approved by:**

Signature:   
 Printed Name: **BGEN. JOHN L. ESTABILLO AFP (Ret.)**  
 Designation: Deputy Director General for Administration