



## **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 **"Supply and Delivery of 5 units RTIL Light Fixtures PCB Board Kit"** in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C19-173-12**

Name of Project : **Supply and Delivery of 5 Units RTIL Light Fixtures PCB Board Kit**

Approved Budget for: **Php122,400.00**

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.

**OSCAR B. DEMETILLO, JR.**  
CCC-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>Supply and Delivery of 5 Units RTIL Light Fixtures PCB Board Kit</b>			
Specification	QTY.	Unit Price	Total Price
Please see attached specifications at Annex "B"			
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**  
 MIA Road, Pasay City, Metro Manila 1300

**PURCHASE REQUEST**

CBA#

19-D-1170  
 10/29/19

Title		SUPPLY AND DELIVERY OF FIVE(5)- UNITS RTIL LIGHT FIXTURES PCB BOARD KIT.		PR No.:		Date:	
Location		ANS TECHNICAL CENTER		SAI No.:		Date:	
Classification		C. SUPPLIES & MATERIALS	Appropriation	APP CY 2019	Appro. Amount	PhP	122,400.00
Item No.		0010	Type/Contract Scope: OTHER SUPPLIES - SPARE PARTS/ETC.				
Item	Qty.	Unit	Description	Unit Cost	Total Cost		
1	5	units	RTIL Light Fixtures PCB Board Kit	24,480.00	PhP	122,400.00	
			xxxxx Nothing Follows xxxxxxxx				
			<i>Additional Requirements:</i>				
			+ The cost amount indicated herein is inclusive of 12% VAT.				
			+ One (1) year warranty against defect on materials during normal use and condition.				
			+ The Delivery period is thirty (30) calendar days from receipt of approved Contract.				
SUB-TOTAL :						PhP	122,400.00
S A Y :						PhP	122,400.00
Prepared By:		Checked By:		Submitted By:			
 <b>MARCO G. MORALES</b> CNS Systems Officer III, ANOD		 <b>GARY M. JADIE</b> Division Chief III, ANOD		 <b>FELIPE D. LABADO</b> Department Manager III, ANOD			
Recommend Approval :			Funds Earmarked:				
 <b>ARNOLD R. BALUCATING</b> Acting Chief, Air Navigation Service			 <b>JOCELYN L. CHING</b> Dept. Manager III, Finance Department				
<b>APPROVED :</b> By the Authority of the Director General:  <b>MGEN RICARDO C. BANAYAT AFP (Ret)</b> Deputy Director General for Administration							



