



22 May 2021

Date

**REQUEST FOR QUOTATION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sir/Madam:

Please quote your lowest net prices, taxes, including Government discount terms, and period of delivery of the following items listed hereunder for the account of the official use of the Civil Aviation Authority of the Philippines (CAAP), Legazpi Airport, Legazpi City in connection with the implementation of the **Supply & Installation Of Metering Equipment At Bicol International Airport** It is requested that price quotations be submitted in an envelope, duly sealed, to be opened by our Bids and Awards Committee on **26 May 2021** at **2:00 p.m.** at the BAC Office/Conference Room, G. F. Control Tower, Legazpi Airport, Legazpi City.

The following should be submitted together with the quotation:

1. Valid PCAB License Small A;
2. Current Mayor's/Business Permit;
3. Phil-GEPS Registration Number;
4. Name/credentials of proposed Electrical Engineer and Safety Officer;
5. Proof/certification that bidder/entity is accredited by Albay Power and Energy Corporation (APEC); and
6. Proof that bidder/entity has experience in installing of primary voltage metering system.

Other documentary requirements:

1. Omnibus Sworn Statement (*see attached format, maybe submitted Together with the quotation or before issuance of Notice of Award*);
2. Latest Income & Business Tax Returns [*maybe submitted together with the quotation on or before issuance of Notice of Award*]:
  - 2.1 Latest Income Tax Return (ITR) shall be the ITR for the preceding year, whether calendar or fiscal duly stamped received by the BIR; and
  - 2.2 Latest Business Tax Returns shall refer to the Value Added Tax (VAT) or Percentage Tax filed and paid covering the previous six (6) months before the date of Submission, Receipt, Opening & Preliminary Examination of Bids filed through the Electronic Filing & Payment System (EFPS).

3. Additional Requirements to be submitted *before issuance of Notice To Proceed*:

- 3.1 Work Schedule;
- 3.2 PERT/CPM;
- 3.3 S-Curve;
- 3.4 Manpower Schedule;
- 3.5 Work Method;
- 3.6 Construction Safety & Health Programs Approved by the DOLE\* ; and
- 3.7 Performance Security.

*\*Copy of the CSHP received by the DOLE may be initially submitted together with the NOA, however, the DOLE approved CSHP must be immediately submitted upon approval.*

**Quotations not accompanied by current Mayor's/Business Permit; valid PCAB License; name/credentials of proposed Electrical Engineer and Safety Officer; Phil-GEPS Registration Number; Proof/certification that bidder/entity is accredited by Albay Power and Energy Corporation (APEC); and Proof that bidder/entity has experience in installing of primary voltage metering system shall be automatically disqualified.**

**SCOPE OF WORK:**

- 1.) **Installation of 3 Units Current Transformer (CT) & 3 Units Potential Transformer (PT) for Instrument metering;**
- 2.) **Installation of Disconnect Switch;**
- 3.) **Installation of kWh Meter including wiring and terminations; and**
- 4.) **Testing & Commissioning of the Metering System.**

**PLEASE ACCOMPLISH THE FOLLOWING ATTACHED FORMS:**

1. Bid Proposal (Annex "A")
2. Bill Of Quantities (Annex "B")
3. Detailed Estimate Form (Annex "C")

**NOTE:**

*All pages of the Annexes must be duly signed by the bidder or his authorized representative. Bids/quotations not addressing or providing all of the required items where applicable shall be considered non-responsive and thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free.*

(Contractor's Logo On Main Page)

**SUPPLY & INSTALLATION OF METERING EQUIPMENT AT BICOL INTERNATIONAL AIRPORT**

**BID PROPOSAL**

ITEM NO.	DESCRIPTION OF WORK	QUANTITY	UNIT	ESTIMATED DIRECT COST	MARK-UPS IN PERCENT		TOTAL MARK-UP		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
					OCM	Profit	%	VALUE				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9) (5) x (8)	(10) 5% x (5) + (9)	(11) (9) + (10)	(12) (5) + (11)	(13) (12)/(3)
1.00	ELECTRICAL WORKS	1.00	lot									
TOTAL AMOUNT												

Submitted by: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Name of Company: \_\_\_\_\_  
 Date: \_\_\_\_\_

(Contractor's Logo On Main Page)

**BILL OF QUANTITIES**

**Project: Supply & Installation Of Metering Equipment  
 At Bicol International Airport**

Location : Alobo, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	Electrical Works				
	Pesos	1.00	lot		
	Amount in Words				
	and centavos				

Total Bid Amount (Php) :

Total Bid Amount in Words:

Submitted by: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Name Company: \_\_\_\_\_  
 Date: \_\_\_\_\_

Annex "C"

NAME OF PROJECT : Supply & Installation Of Metering Equipment  
At Bicol International Airport

LOCATION : Aobo, Daraga, Albay

SUBJECT : Bill of Quantities

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1.00	<b>ELECTRICAL WORKS</b>				
A	<b>MATERIAL COST</b>				
	Potential Transformer, 15kV; Ratio 70:2	3	pc		
	Current Transformer, 15kV; Ration 300:5	3	pc		
	KWH Meter, 3 Phase, Class 20, 4W, 120/480W Electronic, Demand & Energy, Form 48A	1	pc		
	Disconnecting Switch, 15kV, 600A	3	pc		
	Ground steel Rod, Galvanized, 5/8" x 10'	1	pc		
	Conductor, insulated, 3.5mm	100	m		
	Connector, Ground Rod (Clamp) for 5/8" Steel Rod	1	pc		
	Processing of Document @ APEC	1	pc		
				<b>Material Cost .....</b>	
C	<b>LABOR COST</b>		DUR. (DAYS)	RATE/DAY	
	30% of material cost including Testing & Commissioning	1	lot	-	
				<b>Labor Cost .....</b>	
A	<b>TOTAL MATERIAL COST</b>				
B	<b>TOTAL LABOR COST</b>				
C	<b>TOTAL EQUIPMENT COST</b>				
D	<b>TOTAL DIRECT COST</b>				
<b>INDIRECT COSTS</b>					
1.	OCM	0.0%	of Estimated Direct Cost		
2.	CONTRACTOR'S PROFIT	8.0%	of Estimated Direct Cost		
E.	<b>TOTAL OCM &amp; PROFIT</b>	8.0%	of D		
F.	<b>VALUE ADDED TAX, (VAT)</b>	5.0%	of (D + E)		
G.	<b>TOTAL ESTIMATED INDIRECT COST ( F + E ), P</b>				
H.	<b>TOTAL ESTIMATED UNIT INDIRECT COST ( G / Quantity), P/Unit</b>				
<b>TOTAL ESTIMATED COST ( D + G ), P</b>					
<b>TOTAL ESTIMATED UNIT COST (Total Estimated Cost / Quantity), P/Unit</b>					

Submitted by: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_


Name Company: \_\_\_\_\_

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

The Approved Budget for the Contract (ABC) is Nine Hundred Thirty Thousand Three Hundred Sixty Two Pesos & 76/100 (Php 930,362.76).

No. of Days to Complete: **Thirty two (32) calendar days including unworkable days.**

Very truly yours,

  
**EPIFANIO O. PRINIA, JR.**  
Chairperson, Bids and Awards Committee

**MR. EPIFANIO O. PRINIA, JR.**  
Chairperson, Bids and Awards Committee  
BAC Office/Conference Room  
G. F. Control Tower Building  
Legazpi Airport, Legazpi City

Sir:

In connection with the above Request for Quotation, I/We propose to furnish deliver in conformity with specification of the articles in which I/We quoted, and insofar as controlled items are concerned, the price quotation I/We have made in accordance with those approved by the Price Control Council.

\_\_\_\_\_  
Signature Over Printed Name of Dealer/Supplier

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TO WHOM IT MAY CONCERN:

This is to certify that I have personally served this Request for Quotation for **Supply & Installation Of Metering Equipment At Bicol International Airport** to the above-named dealer/supplier in accordance with the existing regulations.

\_\_\_\_\_  
Canvasser