



**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 consumable materials for the annual change oil and comprehensive maintenance servicing of three (3) units YORK air-cooled chillers (Model No. YVAA0178CAF40) at Philippine ATM Center"** in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C22-007-04**

Name of Project : **Supply and delivery of consumable materials for the annual change oil Comprehensive preventive maintenance servicing of three (3) units YORK air-cooled chillers (Model No. YVAA0178CAF40) at Philippine ATM Center**

Approved Budget for: **Php689,500.00**

Specifications : See the attached Annex "B" for specifications

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

Delivery Term : **Thirty (30) CD** 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 or Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
2. Income/Business Tax Return for ABC's above P500,000.00;
3. PHILGEPS Registration Number;
4. Tax Clearance;
5. Notarized Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above P50,000; (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

Price quotation/s must be valid for a period of **one hundred twenty (120)** 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



Republic of the Philippines  
**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**

Annex "A"

**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 consumable materials for the annual change oil and comprehensive preventive maintenance servicing of three (3) units YORK air-cooled chillers (Model No. YVAA0178CAF40) at Philippine ATM Center</b>			
Specification	QTY.	Unit Price	Total Price
<b>Please see attached specifications at Annex "B"</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**

**PROGRAM OF WORK**

CSA (MO): #25-02-0109  
 SVP-567-22 4/19/22

**Name of Project** : Supply and Delivery of Consumable Materials for the Annual Change Oil and Comprehensive Preventive Maintenance Servicing of Three (3) Units YORK Air-cooled Chillers (Model No. YVAA0178CAF40) at Philippine ATM Center

**Location** : Manila CNS/ATM Facility

**Classification** : Goods

**Appropriation** : APP FY 2021 (Item No. 0012-2841 )

**Estimated Cost of Project** : Php 689,500.00

SCOPE OF WORK	
1.	Supply and Delivery of all consumable materials needed for Change Oil of Three (3) units York Chillers.
2.	Change Oil servicing for Three (3) units York Chillers.
3.	One Time Comprehensive Preventive Maintenance Check Up for Three (3) York Chillers.
4.	Includes Calibration and Charging of Refrigerant to its optimum levels.
5.	Includes minor troubleshooting and minor corrections during the course of Preventive Maintenance.
6.	Includes remedial measures and recommendations if an additional defects be detected during the course of Preventive Maintenance.

Number of days to complete: Thirty (30) Calendar Days

COST ESTIMATE						
ITEM	NAME OF ITEM	UNIT	QTY.	UNIT COST	AMOUNT	
1	YORK Oil "L"	pails	4	PhP 100,000.00	Php400,000.00	
2	Filter Elements	pcs	6	PhP 11,000.00	Php66,000.00	
3	Filter Core	pcs	18	PhP 5,500.00	Php99,000.00	
4	O-Ring Filter	pcs	6	PhP 1,000.00	Php6,000.00	
5	Filter Drier, 3/8"	pcs	6	PhP 7,500.00	Php45,000.00	
6	R-134A (13.6 kgs/cyl)	cyl	5	PhP 7,500.00	Php37,500.00	
7	Labor cost for one time preventive maintenance servicing and change oil of three (3) units YORK Chillers.	lot	1	PhP 36,000.00	Php36,000.00	
					<b>VAT Inclusive</b>	<b>PHP 689,500.00</b>

Prepared by:

**ROGER P. ABALO**

ANF Engineer II, EMMID-ANOD

Checked by:

**FLORIAN S. ATIENZA**

Acting Chief, EMMID-ANOD

Submitted by:

**ELMER E. GOMEZ**

Acting Department Manager III, ANOD

Recommend Approval:

**ARNOLD R. BALUCATING**

Acting Chief, Air Navigation Service

Funds Earmarked:

**JOCELYN L. CHING**

Dept. Manager III, Finance Dept.

**APPROVED:**

By Authority of the Director General:

**BGEN JOHN L. ESTABILLO AFP (RET)**

Deputy Director General for Administration