

Republic of the Philippines CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

# **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 <u>"Purchase of 3 pcs. Gang Chair and 5 pcs Steel locker for the use of Motorpool Section</u>" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No.	:	C22-046-06		
Name of Project		Purchase of 3 pcs. Gang Chair and 5 pcs. Steel locker for the use of Motorpool Section		
Approved Budget for:		Php112,000.00		
Specifications	:	See the attached Annex "B" for specifications		
Location	:	Procurement Division, CAAP, MIA Road, Pasay City		
Delivery Term Compliance	:	Thirty (30) calendar days from the receipt of Notice for		

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.





Republic 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			
Purchase of 3 pcs Gang Chair and 5 pcs. Steel locker	for the use of	Motorpo	ol Section
Specification	QTY.	Unit Price	Total Price
Please see attached specifications at Annex "B"			
	Total (Inclusiv	e 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

Appendix 60

## PURCHASE REQUEST

CBA (MO) # 22 - 04- 319 4/19/22

		PR No .: SVP- 034-22		Date: 4 - 11 -	24
Stock/ Property No.		Responsibility Center Code :			
		Item Description	Quantity	Unit Cost	Total Cost
	pcs	GANG CHAIR 4 SEATERS	3	14,000.00	42,000.00
	pcs	STEEL LOCKER 6 DOOR ATHLETICS	5	14,000.00	70,000.00
		xxxxNothing Follows xxxxxx			
		Recommending Approval MELINA C. REYES			
		Division Chief III Facilities and Maintenance Division			
		-			112,000.00



### MARTO DE BALIVINO DIC METONPOOL SECTION

#### Specifications

(WDH):900mm x 450mm x 1850mm Gauge no. 20 With hanger rod With shoe shelves Double lock with built in lock and key and as well with Hasp lock

.--



ja.

- 4-seater
- · Colors Available: Black
- seat is 1.2mm metal paint
  arm and leg are 1.0mm metal chrome
  beam is 1.5mm metal paint
  Weight-bearing 150KG per seat

\*Length: 2380mm \*Width: 680mm \*Height: 800mm

