



## **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 "**Purchase of Vacuum Wet & Dry Cleaner, Industrial Type & Cleaning Machine Floor Scrubber**" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C22-057-07**

Name of Project : **Purchase of Vacuum Wet & Dry Cleaner, Industrial Type & Cleaning Machine Floor Scrubber**

Approved Budget for: **Php180,000.00**

Specifications : See the attached Annex "B" for specifications

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

Delivery Term : **Thirty (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 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 damages 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>Purchase of Vacuum Wet &amp; Dry Cleaner, Industrial Type &amp; Cleaning Machine Floor Scrubber</b>			
Specification	QTY.	Unit Price	Total Price
<b>Please see attached specifications at Annex "B"</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

**PURCHASE REQUEST**

CRA (CO) # 22 - N- 403  
5/17/22

Entity Name: Civil Aviation Authority of the Philippines

Fund Cluster: \_\_\_\_\_

Office/Section : _____ FMD-BGMS		PR No.: <u>2022-05-1015</u>	Date: <u>5-6-22</u>		
		Responsibility Center Code :			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	<b>Vacuum wet and dry cleaner, industrial type</b>	1	80,000.00	80,000.00
		Specs:			
		Capacity : 90L			
		Power : 3,000Watts			
		Weight : 31.20kg			
		Width : 44cm			
		Height : 95cm			
		Material : Steel			
		Cable L : 7.2m			
		Features:			
		-A range of accessories and attachments included for maximum versatility			
		- Perfect for business and home use with its durable performance			
		- Warranty included			
		Box contents:			
		1 x Wet & Dry Industrial Vacuum			
		1 x Suction Hose			
		1 x Short Connector			
		1 x Long Connector			
		2 x Plastic Metal Tubes			
		1 x Dry Floor Nozzle			
		1 x Wet Floor Nozzle			
		1 x Crevice Tool			
		1 x Dust Brush			
	Unit	<b>Cleaning machine floor scrubber</b>	1	100,000.00	100,000.00
		Specs:			
		Tank size : 45L/55L			
		Net weight : 120kg			
		Body color : gray and blue			
		Width inches : 51			
		Depth inches : 20			
		Height inches : 42			
		Battery run time: 2.5 - 3hrs.			

