



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 Air filters for twelve (12) units Precision Air Conditioning Units (PACU) at Manila ATM Center"** in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C22-009-04**
Name of Project : **Supply and delivery of Air filters for twelve (12) units Precision Air Conditioning Units (PACU) at Manila ATM Center**
Approved Budget for: **Php165,000.00**
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



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			
Supply and delivery of Air filters for twelve (12) units Precision Air Conditioning Units (PACU) at Manila ATM Center			
Specification	QTY.	Unit Price	Total Price
Please see attached specifications at Annex "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
 MIA Road, Pasay City, Metro Manila 1300

CAA (R10)-22-02-0106
 Feb. 17, 2022

PURCHASE REQUEST

Title		SUPPLY AND DELIVERY OF AIR FILTERS FOR TWELVE (12) UNITS PRECISION AIR CONDITIONING UNITS (PACU) AT MANILA ATM CENTER		PR No	SVP-054-22	Date	4-18-22
Location		MANILA ATM CENTER BUILDING		SAI No.		Date	
Classification		C. SUPPLIES & MATERIALS	Appropriation	APP CY 2021	Appro. Amount	PhP	165,000.00
Item No		Type/Contract Scope	MACHINERY AND EQUIPMENT-COMMUNICATION EQUIPMENT				
Item	Qty	Unit	Description	Unit Cost	Total Cost		
1	22	pcs	Washable Pleated Type Filter (30%-35% Eff.) with G.I. Frame Size: 660mm x 810mm x 92mm Note: For replacement of the air filters currently installed on the Precision ACU at the Manila ATM Center Building, Thirty (30) days delivery period from the receipt of purchase order.	7,500.00	PhP	165,000.00	
SUB-TOTAL						PhP	165,000.00
S A Y :						PhP	165,000.00
Prepared By:		Checked By:		Submitted By:			
 ROGER P. ABALO ANF Engineer II, EMMID-ANOD		 FLORIAN S. ATIENZA Acting Division Chief, EMMID-ANOD		 FELIPE D. LABADO Department Manager III, ANOD			
Recommend Approval			Funds Earmarked				
 ARNOLD R. VALUCATING Acting Chief, Air Navigation Service			 JOCELYN L. CHING Dept. Manager III, Finance Department				
APPROVED : By the Authority of the Director General BGEN JOHN L. ESTABILLO AFP (Ret) Deputy Director General for Administration							