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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, Delivery and Installation of Radiator for 175 kVA Isuzu Generator Set at Tagaytay Radar ANF” in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C23-083-10**
 Name of Project : **Supply, Delivery and Installation of Radiator for 175 kVA Isuzu Generator Set at Tagaytay Radar ANF**
 Approved Budget for for Contract : **P250,000.00**
 Terms : See the attached Annex “A” for Terms of Reference and corresponding Specifications
 Location : Procurement Division, CAAP, MIA Road, Pasay City
 Delivery Term : **Fifteen (15) Calendar Days** from the receipt of Notice for Compliance
 Partial delivery is **not allowed**
 Delivery Location : **Tagaytay Radar Air Navigation Facility**
 Delivery Time : 8:00 AM – 4:00 PM (working days)

Interested suppliers are required to submit their valid and current documents which must be properly fastened and sealed in an 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 Certificate of Registration;
4. Tax Clearance;
5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC’s above P50,000.00; (Authorized representative must attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate for Corporation)
6. Price quotation from (Annex “A”) during submission of offer/Quotation and,
7. Brochure applicable

The winning supplier shall – upon claiming of the Contract – present the original copy of the documents listed above for comparison, or submit a **Certified True Copy** of the original document which must be certified by the issuing government agency. However, the **original copy** of the Omnibus Sworn Statement, Price Quotation Form, and Brochure **must be included in the sealed bid**.

Price quotation/s must be valid for a period of one hundred twenty (120) calendar days from the date of submission.

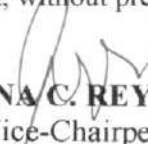
Quotations exceeding the Approved Budget for the Contract shall be rejected.

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.


MELINA C. REYES
 CCC Vice-Chairperson



PRICE QUOTATION FORM

Date: _____

The Chairperson
 Canvass and Contract Committee
 Procurement Division, CAAP,
 MIA Road, Pasay City

Sir:

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:

Supply, Delivery and Installation of Radiator for 175 kVA Isuzu Generator Set at Tagaytay Radar ANF				
Technical Specifications	QTY	Unit	Unit Price	Total Price
Supply of brand new radiator (approx. 95 x 75 x 12 cm) for 175 kVA Isuzu Generator Set made from heavy-duty type seamless copper tubes and staggered-punch aluminum fins for heavy duty use, arranged vertically in 10 fins per inch, heavy-duty structural steel frame supports with corrosion protection	1	set		
Distilled water and coolant	1	lot		
Radiator accessories (radiator hoses, hose clamps, anchoring bolts, nuts and washers, etc.)	1	lot		
Delivery and hauling to site	1	lot		
Dismantling of old radiator and installation or new	1	lot		
Leak and performance test for 2-hours at site (temperature must be sustained at normal range)	1	lot		
Warranty: One (1) year warranty from date of delivery.				
Additional Requirements: 1. A list for on-going and completed projects related to supply, repair or installation of generator set radiators for the last three (3) years must be included in the bid documents. 2. Included in the bid documents to be submitted is the brochure/ datasheet of the radiator to be supplied. 3. A certificate of site inspection must be included in the bid document, certified by the Facility In-charge of Tagaytay Radar ANF or his representative.				
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



TERMS OF REFERENCE

Name of Project	:	Supply, Delivery and Installation of Radiator for 175 kVA Isuzu Generator Set at Tagaytay Radar ANF
Approved Budget	:	Php 250, 000.00
Delivery Period	:	Fifteen (15) calendar days from the receipt of Notice for Compliance <i>Note: Partial delivery is not allowed.</i>
Delivery Location	:	Tagaytay Radar Air Navigation Facility <i>Note: Delivery must be made only from 8:00AM-4:00PM during regular work days.</i> <i>A Written Notice must be sent to the official email address of the Procurement Division, and Supply Division at least seven (7) calendar days prior to the intended date of delivery.</i> <i>A confirmation of availability of concerned office must be received by the supplier before proceeding with the delivery. None compliance may be a ground for refusal of entry to the premises and receipt of delivery with no fault on the part of the Civil Aviation Authority of the Philippines.</i>
Terms of Payment	:	Payment upon full delivery and subject to usual government accounting rules and regulations.

Technical Specifications:

Unit	Item Description	Quantity
set	Supply of brand new radiator (approx. 95 x 75 x 12 cm) for 175 kVA Isuzu Generator Set made from heavy- duty type seamless copper tubes and staggered- punch aluminum fins for heavy duty use, arranged vertically in 10 fins per inch, heavy- duty structural steel frame supports with corrosion protection	1
lot	Distilled water and coolant	1
lot	Radiator accessories (radiator hoses, hose clamps, anchoring bolts, nuts and washers, etc.)	1
lot	Delivery and hauling to site	1
lot	Dismantling of old radiator and installation or new	1
lot	Leak and performance test for 2- hours at site (temperature must be sustained at normal range)	1





Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Warranty: One (1) year warranty from date of delivery.

Additional Requirements:

1. A list for on-going and completed projects related to supply, repair or installation of generator set radiators for the last three (3) years must be included in the bid documents.
2. Included in the bid documents to be submitted is the brochure/ datasheet of the radiator to be supplied.
3. A certificate of site inspection must be included in the bid document, certified by the Facility In-charge of Tagaytay Radar ANF or his representative.

<p>Prepared by:</p>  <p>ALBERT C. VELASCO <i>CNSSO IV, ANOD</i></p>	<p>Approved by:</p>  <p>FLORIAN S. ATIENZA <i>Acting Department Manager III</i></p>
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