



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



19 December 2023
Date

REQUEST FOR QUOTATION

Sir/Madam:

Please quote your lowest net prices, taxes, including Government discount terms, and period of delivery of the following items listed hereunder for the account of the official use of the Civil Aviation Authority of the Philippines (CAAP), Area Center V, Bicol International Airport in connection with the implementation of the **General Maintenance Of DEGS 250KVA (1 Unit) At Bicol International Airport – 2nd SVP** project. It is requested that price quotations be submitted in an envelope, duly sealed, to be opened by our Bids and Awards Committee on **27 December 2023 at 2:00 pm** at the BAC Office, Ground Floor, Admin Bldg, Bicol International Airport (BIA), Daraga, Albay.

SCOPE OF WORK:

1. Replacement of Oil Filters;
2. Replacement of Fuel Filters;
3. Replacement of Water Separator
4. Replacement of Starting Batteries;
5. Replacement of Fan Belts;
6. Replacement of Alternator Belts
7. Add Up of Coolant;
8. Technical Analysis of the 250KVA DEGS;
9. Repair and repainting of fuel lines;
10. Provision of DEGS Shelter (Steel);
11. General Cleaning, and Flushing of Radiator; and
12. System Test.

PLEASE ACCOMPLISH THE FOLLOWING ATTACHED FORMS:

1. Bid Proposal (Annex "A")
2. Bill Of Quantities (Annex "B")
3. Detailed Estimate Form (Annex "C")

NOTE:

All pages of the Annexes must be duly signed by the bidder or his authorized representative. Bids/quotations not addressing or providing all of the required items where applicable shall be considered non-responsive and thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free

Annex "A"

(Contractor's Logo On Main Page)

BID PROPOSAL

General Maintenance Of DEGS 250KVA (1 Unit) At Bicol International Airport - 2nd SVP

ITEM NO.	DESCRIPTION OF WORK	QUANTITY	UNIT	ESTIMATED DIRECT COST	MARK-UPS IN		TOTAL MARK-UP		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
					OCM	Profit	%	VALUE				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9) (5) x (8)	(10) 5% x [(5) + (9)]	(11) (9) + (10)	(12) (5) + (11)	(13) (12)/(3)
1.0	Repair Works	1.00	lot									
TOTAL AMOUNT												

Submitted by:

Printed Name:

Position:

Name of Company:

Date:

Annex "B"

(Contractor's Logo On Main Page)

BILL OF QUANTITIES

Project: General Maintenance Of DEGS 250KVA (1Unit) At Bicol International Airport-2nd SVP

Location: Bicol International Airport, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	REPAIR WORKS				
	Pesos Amount in	1.00	lot		
	Words				
	and centavos				

Total Bid Amount (Php) :

Total Bid Amount in Words:

Submitted by:

Printed Name:

Position:

Name Company:

Date:

Annex "C"

(Contractor's Logo On Main Page)

NAME OF PROJECT: General Maintenance Of DEGS 250KVA (1 Unit) At Bicol International Airport-2nd SVP
LOCATION: Bicol International Airport, Daraga, Albay
SUBJECT: Bill of Quantities

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
A.	Preventive Maintenance Service 250KVA Gensets				
	Materials:				
	Starting Batteries (8D)	4	unit		
	Engine Oil (15-40) Shell Rimmula	100	liters		
	Oil Filter	3	pc		
	Air Filter	3	pc		
	Fuel Filter (Part no: X5940830093)	3	pc		
	Fanbelts	4	pc		
	Alternator Belts	4	pc		
	Water separator	2	pc		
	Coolant	100	liters		
				Material Cost	
B.	Repair of Fuel lines of 250KVA DEGs				
	Repair and repainting of Fuel lines	1	lot		
C.	Replacement of Steel Canopy/ Cover of Genset				
	Provision of DEGs Shelter (Steel)	1	lot		
D.	Repainting of DEGs (250KVA)				
	Repainting of DEGs (Internal/External)	1	lot		
E.	Flushing of Radiator (250KVA)				
	General Cleaning and Flushing of Radiator and Repair of any leaks.	1	lot		
F.	Technical Analysis <i>*Shall be done on a quarterly basis for a one-year duration.</i>	1	lot		
				Labor Cost	
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				
C	TOTAL DIRECT COST				
INDIRECT COSTS					
	1. OCM	5.0%		Estimated Direct Cost	
	2. CONTRACTOR'S PROFIT	10.0%		Estimated Direct Cost	
	E. TOTAL OCM & PROFIT	15.0%		of D	
	F. VALUE ADDED TAX, (VAT)	5.0%		of (D + E)	
	G. TOTAL ESTIMATED INDIRECT COST (F + E), P				
	H. TOTAL ESTIMATED UNIT INDIRECT COST (G / Quantity), P/Unit				
	TOTAL ESTIMATED COST (D + G), P				
	TOTAL ESTIMATED UNIT COST (Total Estimated Cost / Quantity), P/Unit				
	Submitted by: _____				
	Printed Name: _____				
	Position: _____				
	Name of Company: _____				
	Date: _____				

Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery sites if the contract is awarded. Quotations must be delivered to the Civil Aviation Authority of the Philippines, Area Center V **not later than 2:00 p.m. on 27 December 2023** at its physical address at the BAC Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay. **Online submission is not allowed and late submission shall not be accepted.**

Quotations not accompanied by Current Mayor's/Business Permit, Phil-GEPS Registration Number and List of completed similar projects with attached supporting documents shall be automatically disqualified. All quotations together with the required documents should be placed in a **sealed envelope** marked **General Maintenance Of DEGS 250KVA (1 Unit) At Bicol International Airport -2nd SVP**. The Approved Budget for the Contract (ABC) is **Seven Hundred Thirty-Nine Thousand Seven Hundred Pesos (Php 739,700.00)**, inclusive of Two (2) years full Warranty coverage of the Starting Batteries after acceptance. No. of Days to Complete: **Thirty (30) calendar days.**

Very truly yours,


ATTY. NEILITO V. LUPANGO
 Chairperson, Bids and Awards Committee

ATTY. NEILITO V. LUPANGO
 Chairperson, Bids and Awards Committee
 Civil Aviation Authority of the Philippines
 Bicol International Airport, Daraga, Albay

Sir:

In connection with the above Request for Quotation, I/We propose to furnish deliver in conformity with specification of the articles in which I/We quoted, and insofar as controlled items are concerned, the price quotation I/We have made in accordance with those approved by the Price Control Council.

 Signature Over Printed Name of Dealer/Supplier

 TO WHOM IT MAY CONCERN:

This is to certify that I have personally served this Request for Quotation for the **General Maintenance Of DEGS 250KVA (1 Unit) At Bicol International Airport – 2nd SVP** project to the above-named dealer/supplier in accordance with the existing regulations.

 Canvasser

dmin. Bldg., CAAP, Bicol International Airport, Daraga, Albay, Philippines, 4501

BAC Office Tel Nos.: 0906-410-2901

Tel. Hotline Nos.: 0945-341-6603/ 0929-461-2407/(052)742-3321

Email Address: bia_airport@caap.gov.ph / area_center5@caap.gov.ph