

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 one (1) set of IAMSAR Manual (Volumes I, II and III) for Air Traffic Service - Philippine Aeronautical Rescue Coordinating Center (ATS - PARCC) use in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No.

C24-004-02

Name of Project

Purchase of one (1) set of IAMSAR Manual (Volumes I, II and III) for

Air Traffic Service - Philippine Aeronautical Rescue Coordinating

Center (ATS-PARCC) use

Approved Budget for

Contract

P40,000.00

Terms

See the attached Annex "A" for Terms of Reference and

corresponding Specifications

Location

Procurement Division, CAAP, MIA Road, Pasay City

Delivery Term

Thirty (30) Calendar Days from the receipt of Notice for

Compliance

Partial delivery is not allowed.

Delivery Location

CAAP Head Office Warehouse (Supply Division)

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;
- Income Business Tax Return for ABC's above ₱500,000.00;
- PHILGEPS Certificate of Registration;
- Tax Clearance;

:

- 5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above P50,000.00; (Authorized representative much attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate for Corporation)
- 6. Price quotation from (Annex "A") during submission of offer/Quotation.

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.

MAR 06 2024 The quotation shall be submitted in sealed envelope on or before the closing date of 10:00 AM, CAAP Procurement Division and addressed to:

ATTY. JOHN BEAU B. MASIGLAT

Chairperson, Canvass and Contract Committee Officer-In-Charge, Procurement Division Gate 3 CAAP, Old MIA Road Pasay City, Metro Manila



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.

ATTY. JOHN BEAU B. MASIGLAT CCC-Chairperson



Republic of the Philippines CIVIL AVIATION AUTHORITY OF THE PHILIPPINES



Annex "A"

PRICE	QUOTATION	FORM

Date:				
The Chairperson Canvass and Contract Committee Procurement Division, CAAP, MIA Road, Pasay City	tee			
Sir: After having carefully read a Quotation, hereunder is our quo	and accepted the tern otation/s for the item/s	ns and condi	itions in the	Request for
Purchase of one (1) set of IAM	MSAR Manual (Volume tical Rescue Coordinati	es I, II and III)	for Air Traffi	c Service –
Technical Specifications	QTY	Unit	Unit Price	Total Price
Media	Hard copy			
Language	English			
Edition	2022 or latest edition			
Quantity	One (1) set			
Volumes	Volumes I, II and III			
IAMSAR Manual: Volume I	Organization and Manag	gement		
IAMSAR Manual: Volume II	Mission Coordination			
IAMSAR Manual: Volume III	Mobile Facilities			
Publisher	International Maritime (Organization		
Warranty	One (1) Year Upon Acc	eptance		
Submission of Sample: The Bidders REQUIRED to incl actual manual		ochure of the		
Total (Inc	clusive of VAT)			
(Amount in Words)				-
The above-quoted prices are in	nclusive of all costs and	d applicable ta	axes.	
Very truly yours,				
Name/Signature of Representa	ative			
Position				
Name of Company				
Contact No.				
Email Address				



Republic of the Philippines CIVIL AVIATION AUTHORITY OF THE PHILIPPINES



TERMS OF REFERENCE

Name of Project	:	Purchase of One (1) Set of IAMSAR Manual (Volumes I, II and III) for Air Traffic Service – Philippine Aeronautical Rescue Coordinating Center (ATS – PARCC) use
Approved Budget	:	Php40,000.00
Submission of Sample	:	The bidders are REQUIRED to include in their bids the Brochure of the actual manual.
Delivery Period	:	Thirty (30) calendar days from the receipt of Notice for Compliance
		Note: Partial delivery is not allowed.
Delivery Location	:	CAAP Head Office Warehouse Note: Delivery must be made only from 8:00AM-4:00PM during regular work days. 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. 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.
Terms of Payment	:	Payment upon full delivery and subject to usual government accounting rules and regulations.

Technical Specifications:

Technical Specifications.			
Media	Hard copy English		
Language			
Edition	2022 or latest edition		
Quantity	One (1) set		
Volumes	Volumes I, II and III		
IAMSAR Manual: Volume I	Organization and Management		
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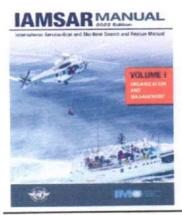


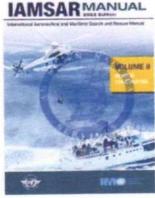
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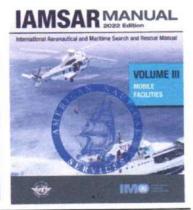


IAMSAR Manual: Volume II	Mission Coordination	
IAMSAR Manual: Volume III	Mobile Facilities	
Publisher	International Maritime Organization	
Warranty	One (1) Year Upon Acceptance	

Sample Image







Prepared by:

APRIL FRANCES P. OBIÑA Head, Procurement Planning

Air Traffic Service

Approved by:

MARLENE I SINGSON Assistant Director General II

Air Traffic Service