



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



**Request For Price Quotation**

(Shopping)

No. 080-2024

Date: \_\_\_\_\_

Date: \_\_\_\_\_

NAME OF COMPANY : \_\_\_\_\_  
 ADDRESS : \_\_\_\_\_  
 CONTACT NO/S. : \_\_\_\_\_  
 PHILGEPS REGISTRATION NO. : \_\_\_\_\_

Sir:

Please quote your best offer (lowest net price, taxes and government discount terms included) and **submit your Quotation duly signed by your or your duly authorized representative not later than;**  
 at \_\_\_\_\_ of \_\_\_\_\_ for:

Name of Project : **PURCHASE OF COMMON JANITORIAL SUPPLY SECOND QUARTER 2024**  
 Location : **Laguindingan Airport, Laguindingan Misamis Oriental**  
 Terms of Reference : **30 Calendar Days**

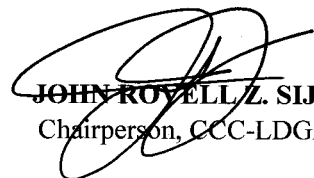
Sealed quotations must be submitted either personally to Ms. Carolina C. Adanza, Secretariat of Canvass and Contract Committee of Laguindingan Aiport or email at cccarea10@gmail.com.  
 For clarification, please call us at the contact information seen below.

**1 The following documents must be submitted on or before the Closing Date of Submission;**

- a) Mayor's Permit
- b) PhilGEPS Certificate of Registration
- c) Omnibus Sworn Statement (Please see attached format or refer to this link:  
<https://www.gppb.gov.ph/wp-content/uploads/2023/07/Updated-2016-Revised-IRR-of-RA-No.-9184-as-of-01-July-2023.pdf>)

*\*Failure to submit the required documents shall be grounds for disqualification*

- 2 All quotations shall be considered as fixed price and not subject to price escalation during the contract implementation.
- 3 Payment shall be made through check.

  
**JOHN ROVELL L. SIJO**  
 Chairperson, CCC-LDGA

ITEM DESCRIPTION  (SPECIFY THE BRAND AND MODEL OF YOUR OFFER/PROPOSAL, IF APPLICABLE)	APPROVED BUDGET OF THE CONTRACT (ABC)	OFFER*						
		PRICE				Compliance w/ Technical Specifications		REMARKS
		QTY	UNIT	UNIT PRICE	TOTAL PRICE	YES	NO	
1 Broom (Softbroom)	<b>₱64,878.60</b>	25	pc					
2 Broomstick		25	pc					
3 Detergent Powder, 500grams		140	pack					
4 Disinfectant Spray		15	tin					
5 Insect Spray		30	tin					
6 Liquid Toilet Bowl Cleaner		75	bot					
- 900ml - (Go Getter)								
<b>TOTAL BID/PROPOSAL AMOUNT</b>				<b>In Figure:</b>		<b>₱</b>		
				<b>In Words:</b>		<b>₱</b>		

Signature over Printed Name  
 of the Supplier/Dealer/Contractor



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**BAGONG PILIPINAS**

**Request For Price Quotation**

**PROOF OF RECEIPT OF RFQ**

Name of Project : **PURCHASE OF COMMON JANITORIAL SUPPLY SECOND QUARTER 2024**  
 Location : **Laguindingan Airport, Laguindingan Misamis Oriental**

SUPPLIER/DEALER/CONTRACTOR	DATE RECEIVED	RECEIVED BY	SIGNATURE

TO WHOM IT MAY CONCERN:

I hereby certify that I have personally served this Request for Price Quotation (RFQ) through sealed envelope to the above-named supplier/dealer/contractor in accordance with existing rules and regulations.

\_\_\_\_\_  
 Official Canvasser, Laguindingan Airport



DATE: May 22, 2024

**REQUEST FOR QUOTATION**

The **CIVIL AVIATION AUTHORITY OF THE PHILIPPINES-AREA X**, through its Canvass and Contract Committee (CCC), now invites interested contractors/ suppliers to submit their Price Quotations for the Project **“Purchase of Common Janitorial Supply Second Quarter (2024)”** with their quantities, and for their respective use and end user:

Qty./ Unit	Items	Purpose	Office/ Unit/ Airport User	Approved Budget of Contract
25 pc 25 pc 140 pc 15 tin 30 tin 75 bot.	<ol style="list-style-type: none"> <li>1. <i>Broom (Soft Broom)</i></li> <li>2. <i>Broom Stick</i></li> <li>3. <i>Detergent Powder</i></li> <li>4. <i>Disinfectant Spray</i></li> <li>5. <i>Insect Spray</i></li> <li>6. <i>Liquid Toilet Bowl Cleaner 900ml (Go Getter)</i></li> </ol> <p>***Nothing Follows***</p>	Cleaning Materials and Products to be use in Various offices and Units	Property & Supply /CAAP Laguindingan Airport	Php 64,878.60

**Deadline of Submission:** May 27, 2024 at 10:00am

Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Further, the prospective suppliers should possess the following:


1. Should have the legal capacity to enter into business or to perfect contracts (with updated Business)
2. PhilGeps Certificate of Registration
3. Omnibus Sworn Statement
4. Should not be among those blacklisted suppliers. (As per sub- sub-paragraph a.iv (1) of Section 25.2 of Section 25 of Rule VIII of the Revised IRR of RA 9184 and Section 2 of GPPB’s UNIFORM GUIDELINES FOR BLACKLISTING OF MANUFACTURERS, SUPPLIERS, DISTRIBUTORS, CONTRACTORS AND CONSULTANTS)



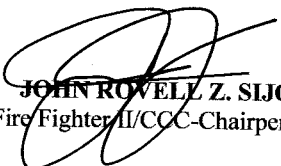
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The **CIVIL AVIATION AUTHORITY OF THE PHILIPPINES (CAAP)- AREA X** reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

  
**CAROLINA C. ADANZA**  
CCC-Secretary  
Ground Floor, Admin Building  
CAAP Laguindingan Airport, CAAP Area-X,  
Laguindingan Misamis Oriental  
Telephone: (088)-555-1881 (Local 1210)  
[cccarea10@gmail.com](mailto:cccarea10@gmail.com)  
09155689246

Signed:

  
**JOHN ROWELL Z. SIJO**  
Fire Fighter II/CCC-Chairperson



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**Request For Price Quotation**

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**TERMS AND CONDITIONS**

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
- 3 Price quotation/s, shall be denominated in Philippine Peso which includes all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein. Further, the most advantageous to the government to the point of quality of materials and prices as well as the responsiveness of the bids shall be the basis of the award.
- 6 The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding or not award the contract in any of the following conditions set forth by Sec. 41 (Reservation Clause) of the Revised IRR of RA 9184.
- 7 The Item/s shall be delivered within seven (7) calendar days from receipt of Purchase Order duly approved and issued by the Area/Airport Manager except to purchases brought about by emergency cases/circumstances as well as those supplies/materials which are to be manufactured/produced for a longer period.
- 8 The Supply Office of LDGA shall have the right to inspect and to test the goods to confirm their conformity to the technical specifications.
- 9 Date of Completion: In case of an approved POW, within the period stated therein. While, in cases of regular procurement (if not stated), within 7-10 days or less, after the issuance of the Purchase Order.
- 10 Mode and Terms of Payment: Within ten (10) working days after the supplies/materials and labor/service have been inspected and accepted, respectively, through a check issued by the procuring entity.
- 11 Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. This Office (LGDA) 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.

NOTE: The aforecited Terms and Conditions shall be without prejudice to any provisions of a Contract which will be executed by and between the Procuring Entity and Contractor/Supplier/Dealer in order to conform with the requirements set forth by R.A. 9184