



06 May 2024
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**, in connection with the implementation of the **Repair And Maintenance Of Service Vehicle At Bicol International Airport** project. It is requested that price quotations be submitted in an envelope, duly sealed, to be **opened by our Canvass and Contract Committee (CCC) not later than 3:00 p.m. on 13 May 2024** at the CAAP's physical address at the **BAC/CCC Office, Ground Floor, Admin Bldg, Bicol International Airport (BIA), Daraga, Albay**.

The Following should be submitted together with the quotation:

- 5.1 Current Mayor's/Business Permit;
 - 5.2 Phil-GEPS Registration Number; and
 - 5.3 Name/credentials of proposed Auto Mechanic.
6. Other documentary requirements:
- 6.1 Omnibus Sworn Statement (*see attached format, maybe submitted together with the quotation or before issuance of Notice of Award.*); and
 - 6.2 Performance Security (*on or before the deadline indicated in the NOA*).

Quotations not accompanied by current Mayor's/Business Permit; name/credentials of proposed Auto Mechanic; and Phil-GEPS Registration Number shall be automatically disqualified.

SCOPE OF WORK

STAREX NFO 387

1. Replacement of Main Bearing 0.25
2. Replacement of Conrad Bearing 0.25
3. Replacement of Liner (Risho)
4. Replacement of Piston Ring (Standard)
5. Replacement of Piston Cup (TOTO)
6. Replacement of Pin Bushing
7. Replacement of Trust Washer
8. Replacement of Cylinder Head
9. Replacement of Engine Valve
10. Replacement of Valve Guide
11. Replacement of Overhauling Gasket (AGL)
12. Replacement of Pressure Plate
13. Replacement of Clutch Disc
- 14 Replacement of Release Bearing
15. Replacement of Pilot Bearing
16. Replacement of Bypass Tube (from engine to water pump)
17. Replacement of Silicon Oil
18. Replacement of Different Sizes of Hose and Clamp
19. Replacement of Motor Oil (8 ltrs.)
20. Replacement of Oil Filter
21. Replacement of Transmission Oil (4 ltrs.)

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.

(Contractor's Logo On Main Page)

BID PROPOSAL

REPAIR AND MAINTENANCE OF SERVICE VEHICLE AT BICOL INTERNATIONAL AIRPORT

ITEM NO.	DESCRIPTION OF WORK	QUANTITY	UNIT	ESTIMATED DIRECT COST	MARK-UPS IN PERCENT		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)
1.00	MECHANICAL WORKS	1.00	lot									
- nothing follows -												
TOTAL AMOUNT												

Submitted by:

Printed Name:

Position:

Name of Company:

Date:

(Contractor's Logo On Main Page)

BILL OF QUANTITIES

Project: Repair And Maintenance Of Service Vehicle At Bicol International Airport

Location: Bicol International Airport, Alobo, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.01	Mechanical Works				
	Pesos	1.00	lot		
	Amount in 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 : Repair And Maintenance Of Service Vehicle At Bicol International Airport
 LOCATION : Bicol International Airport, Alogo, Daraga, Albay
 SUBJECT : Bill of Quantities

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1.00	MECHANICAL WORKS				
A	MATERIAL COST				
1.10	STAREX NFO 387 MODEL 2008				
	1.0) Main Bearing 0.25	1.00	set		
	Conrad Bearing 0.25	1.00	set		
	Liner (Risho)	1.00	set		
	Piston Ring (Standard)	1.00	set		
	Piston Cup (TOTO)	1.00	set		
	Pin Bushing	4.00	set		
	Trust Washer	1.00	pc		
	Cylinder Head	1.00	pc		
	Engine Valve	1.00	pc		
	Valve Guide	1.00	pc		
	Overhauling Gasket (AGL)	1.00	set		
	Pressure Plate	1.00	set		
	Clutch Disc	1.00	set		
	Release Bearing	1.00	set		
	Pilot Bearing	1.00	set		
	Bypass Tube (from engine to water pump)	1.00	set		
	Silicon Oil	1.00	set		
	Different Sizes of Hose & Clamp	1.00	set		
	Motor Oil (8 liters)	8.00	ltr.		
	Oil Filter	1.00	pc		
	Transmission Oil (4 liters)	4.00	ltr.		
				Material cost...	
1.70	LABOR COST (Including machine shop, testing and commissioning)	1.00	lot		
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				
C	TOTAL EQUIPMENT COST				
D	TOTAL DIRECT COST				
INDIRECT COSTS					
1. OCM	8.0%	of Estimated Direct Cost			
2. CONTRACTOR'S PROFIT	10.0%	of Estimated Direct Cost			
E. TOTAL OCM & PROFIT	18.0%	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 site if the contract is awarded. Quotations will be opened in the presence of the Bidders' representatives who choose to attend at the address provided.

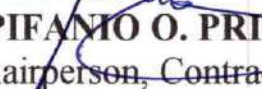
Quotations must be delivered to the **Civil Aviation Authority of the Philippines, Area Center V** at its physical address at the **BAC/CCC Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay** not later than **3:00 p.m. on 13 May 2024**. **Online submission is not allowed and late quotations shall not be accepted.**

All quotations together with the required documents should be placed in a **sealed envelope** marked **Repair And Maintenance Of Service Vehicle At Bicol International Airport**.

TERMS OF REFERENCE

Name of Project	Repair And Maintenance Of Service Vehicle At Bicol International Airport
Approved Budget	Two Hundred Forty-Nine Thousand One Hundred Sixty-Two Pesos & 90/100 (Php 249,162.90)
Number of Days to Complete	Forty-Five (45) calendar days
Location/s	Bicol International Airport, Alobo, Daraga, Albay
Contractor's Obligation	<ol style="list-style-type: none"> 1. The Contractor shall carry out the works properly and in accordance with the Contract. The Contractor shall provide all supervision, labor, materials, and equipment required for the project. 2. The Contractor shall commence execution of the works immediately upon the receipt of Notice to Proceed and shall carry out the works in accordance with the Contract Agreement. The Contractor shall complete the project per approved Contract time of Forty-Five (45) calendar days. 4. The Contractor shall be responsible for the safety of all activities. 5. The Contractor shall carry out all instructions of the Procuring Entity's Representative that comply with the applicable laws.
Liquidated Damages	The Contractor shall pay liquidated damages to the Procuring Entity at the rate per day of delay. The applicable liquidated damages is at least one tenth (1/10) of one percent of the cost of the unperformed portion for every day of delay.

Very truly yours,


EPIFANIO O. PRINIA, JR.
 Chairperson, Contract and Canvass Committee

EPIFANIO O. PRINIA, JR.
Chairperson, Canvass and Contract 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 **Repair And Maintenance Of Service Vehicle At Bicol International Airport** project to the above-named dealer/supplier in accordance with the existing regulations.


LINDA MARIE D. OGENA
Canvasser