



15 July 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 Firetrucks At Virac 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 2:00 p.m. on 24 July 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:

- 1 Current Mayor's/Business Permit;
 - 2 Phil-GEPS Registration Number;
 - 3 Name/credentials of proposed Automotive Mechanic;
 - 4 Brochure/Picture of Air Filter Assembly with specifications;
 - 5 List of contracts showing proof that the bidder has experience in repairing airport firetruck/s during the last three (3) years prior to submission of quotation.
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.)**
 - 6.2 Latest Income & Business Tax Returns **[maybe submitted together with the quotation or before issuance of Notice of Award]:**
 - 6.2.1 Latest Income Tax Return (ITR) shall be the ITR for the preceding year, whether calendar or fiscal duly stamped received by the BIR; and
 - 6.2.2 Latest Business Tax Returns shall refer to the Value Added Tax (VAT) or Percentage Tax filed and paid covering the previous six (6) months before the date of Submission, Receipt, Opening & Preliminary Examination of Bids filed through the Electronic Filing & Payment System (EFPS).

Quotations not accompanied by current Mayor's/Business Permit, name/credentials of proposed Automotive Mechanic; Phil-GEPS Registration Number; Brochure/Picture of Air Filter Assembly; and List of completed similar project shall be automatically disqualified.

SCOPE OF WORK

1	Replacement of spare parts specified in the bill of materials.		
2	Tinsmith and Painting Works for body restoration.		
3	Mechanical Works for replacement of mechanical parts.		
4	Electrical Works for replacement of electrical parts.		
5	Repair Works for the airconditioning unit.		
6	Provision of minor tools and equipment.		

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 Main Page***BID PROPOSAL****Repair And Maintenance Of Firetrucks At Virac Airport****Virac Airport, Virac, Catanduanes**

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

Submitted By: _____

Printed Name: _____

Position: _____

Company Name: _____

Annex "B"

*(Contractor's Logo On Main Page)***BILL OF QUANTITIES****Project: Repair And Maintenance Of Firetrucks At Virac Airport**

Location : Virac Airport, Virac, Catanduanes

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	Repair Works				
	Pesos Amount in Words	1.00	lot		
	and centavos				

Total Bid Amount (Php) :

Total Bid Amount in Words:

Submitted by: _____

Printed Name: _____

Position: _____

Name Company: _____

Date: _____

NAME OF PROJECT:	REPAIR AND MAINTENANCE OF FIRETRUCKS AT VIRAC AIRPORT
LOCATION:	Virac Airport, Virac, Catanduanes
SUBJECT:	Bill of Quantities

<i>ITEM</i>	<i>DESCRIPTION</i>	<i>QUANTITY</i>	<i>UNIT</i>	<i>UNIT COST</i>	<i>AMOUNT</i>
A	Materials				
1.00	Sides				
	<i>Main Engine:</i>				
	Windshield/Rubber/Sealant	1	pc		
	Parking Brake Diaphragm	1	set		
	Brake Master Assembly	1	pc		
	Radiator Assembly	1	pc		
	Wheel Cap	24	pc		
	Radiator Cap	1	pc		
	Flexible Hose	1	lot		
	Engine Oil	28	ltr		
	Brake Fluid	5	ltr		
	Oil Filter	2	pc		
	Head Light	4	pc		
	Signal Light Rear	2	pc		
	Clearance Light	6	pc		
	Signal Light Front	2	pc		
	Battery Terminal	2	pc		
	Battery Lug	4	pc		
	2D Battery	2	pc		
	Auto Wire #18	1	roll		
	Auto Wire #16	2	roll		
	Electrical Tape	5	pc		
	Wiper Blade w/ Linkage Assembly	2	pc		
	<i>Pumper Engine:</i>				
	Flexible Pipe	1	pc		
	Muffler	1	pc		
	Radiator Cap	1	pc		
	Tail Pipe	1	pc		
	Fuel Filter	1	pc		
	Carburator Assembly	1	set		
	Radiator Hose	2	pc		
	Air Filter	1	pc		
	Spark Plug	4	pc		
	Hose Clamp	4	pc		
	Seal Kit	1	set		
	Air Filter Assembly	1	lot		
				<i>Material Cost ...</i>	

2.00	Oshkosh					
	Compressor Belt		1	pc		
	Compressor		1	pc		
	Expansion Valve		2	pc		
	Assorted O-ring		1	set		
	Filter/Drier		1	pc		
	Capilla Oil		1	lot		
	Air Cleaner		1	set		
	Freon		1	lot		
	Fan Belt		1	pc		
					<i>Material Cost ...</i>	
B	Labor					
	<i>Scope of Work:</i>					
	Tinsmith		1	lot		
	Mechanical Works		1	lot		
	Electrical Works		1	lot		
	Painting Works		1	lot		
	Airconditioning		1	lot		
					<i>Labor Cost ...</i>	
A	TOTAL MATERIAL COST					
B	TOTAL LABOR COST					
C	TOTAL EQUIPMENT RENTAL COST					-
D	TOTAL COST (inclusive of VAT)					
					Submitted by:	
					Printed Name:	
					Position:	
					Name of Company:	
					Date:	

NOTE: All necessary equipment shall be provided by the Contractor.

Continuation...

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 2:00 p.m. on 24 July 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 Firetrucks At Virac Airport.**

TERMS OF REFERENCE

Name of Project	Repair And Maintenance Of Firetrucks At Virac Airport
Approved Budget	Nine Hundred Sixty Thousand Nine Hundred Seventy-Five Pesos (Php 960,975.00)
Number of Days to Complete	90 (Ninety) Calendar Days
Location/s	Virac Airport, Virac, Catanduanes
Contractor's Obligation	<p>1. The Contractor shall carry out the works properly and in accordance with the Contract. The Contractor shall provide all supervision, labor, materials, plant and equipment required for the project.</p> <p>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 90 (Ninety) Calendar Days.</p> <p>4. The Contractor shall be responsible for the safety of all activities on the Site.</p> <p>5. The Contractor shall carry out all instructions of the Procuring Entity's Representative that comply with the applicable laws where the Site is located.</p>
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 project **Repair And Maintenance Of Firetrucks At Virac Airport** to the above-named dealer/supplier in accordance with the existing regulations.


LINDA MARIE D. OGENA
Canvasser