



20 September, 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 **Continuation Of Obstruction Removal 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 2:00 p.m. on 26 September 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 Valid PCAB License Small A;
- 4 Name/credentials of proposed one (1) Foreman, One (1) Electrician and One (1) Chainsaw Operator;
- 5 List of Contractor's Equipment, including proof of ownership or certification of availability and permit from PCA and DENR of Heavy Duty Chainsaw from the lessor/vendor for the duration of the project, as the case may be.

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, Phil-GEPS Registration Number; Valid PCAB license; name/credentials of proposed Foreman, Electrician, Chainsaw Operator; ; and List of Contractor's Equipment, including proof of ownership or certification of availability and permit from PCA and DENR of Heavy Duty Chainsaw from the lessor/vendor for the duration of the project, as the case may beshall be automatically disqualified.

SCOPE OF WORK:

1. Provision of Permits for cutting of trees and payment to tree owners.
2. Provision of various tools and equipments.
3. Cutting of Trees according to the program of works.

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

Continuation of Obstruction Removal

Bicol International Airport, Daraga, Albay

| ITEM NO. | DESCRIPTION OF WORK | QUANTITY | UNIT | ESTIMATED DIRECT COST | 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) 5% X [(5) + (9)] | (11) (9) + (10) | (12) (5) + (11) | (13) (12)/(3) |
| 1.00 | CUTTING OF TREES | 1.00 | lot | | | | | | | | | |
| TOTAL AMOUNT | | | | | | | | | | | | |

Submitted by:

Printed Name:

Position:

Name of Company:

Date:



(Contractor's Logo On Main Page)

BILL OF QUANTITIES

Project: Continuation Of Obstruction Removal At Bicol International Airport

Location : Bicol International Airport, Alobo, Daraga, Albay

| Item No | Description | Qty | Unit | Unit Price | Amount |
|---------|------------------|------|------|------------|--------|
| 1.00 | CUTTING OF TREES | | | | |
| | Pesos | 1.00 | lot | | |
| | Amount in Words | | | | |
| | | | | | |
| | and | | | | |
| | centavos | | | | |

Total Bid Amount (Php) :

Total Bid Amount in Words:

Submitted by:

Printed Name:

Position:

Name of Company:

Date:



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Detailed Estimate Form (Annex "C")

(Contractor's Logo On Main Page)

| | | | | | |
|-----------------|---|--|--|--|--|
| NAME OF PROJECT | : | Continuation of Obstruction Removal | | | |
| LOCATION | : | Bicol International Airport, Daraga, Albay | | | |
| SUBJECT | : | Bill of Quantities | | | |

| ITEM | DESCRIPTION | QTY | UNIT | UNIT PRICE | AMOUNT |
|------------|---|------------|-------------------|----------------------------|--------|
| A | CUTTING OF TREES | | | | |
| 1.1 | Materials | | | | |
| | Spray paint (flame red and dark blue) | 30 | cans | | |
| | Safety gloves | 10 | pairs | | |
| 1.2 | Compensation for Every Tree to be Cut (Tree Owners) | | | | |
| | a. Coconut Trees | 100 | pcs | | |
| | b. Trees (100mm dia) | 2 | pcs | | |
| | c. Trees (150mm dia) | 3 | pcs | | |
| | d. Trees (200mm dia) | 3 | pcs | | |
| | e. Trees (250mm dia) | 2 | pcs | | |
| | f. Trees (300mm dia) | 9 | pcs | | |
| | g. Trees (400mm dia) | 2 | pcs | | |
| | h. Trees (500mm dia) | 7 | pcs | | |
| | i. Trees (600mm dia) | 2 | pcs | | |
| | j. Trees (700mm dia) | 3 | pcs | | |
| | k. Trees (800mm dia) | 4 | pcs | | |
| | l. Trees (900mm dia) | 2 | pcs | | |
| | m. Trees (1200mm dia) | 3 | pcs | | |
| | n. Cluster of Bamboo (10 trunks/cluster) | 6 | clusters | | |
| 1.3 | Application for Permits | | | | |
| | a. Coconut Trees | 100 | pcs | | |
| | b. Trees (including purchase of seedlings) | 42 | pcs | | |
| | c. Notarial Fees | 1 | lot | | |
| | | | | Material Cost | |
| B | LABOR FOR CUTTING OF TREES | | | | |
| 2.1 | Clearing of Pathway for the Trees to be Cut including relocation of electrical lines | | | | |
| | | QTY | DUR. (DAYS) | RATE/DAY | |
| | Electrician | 2 | 6 | | |
| | Common Laborer | 2 | 10 | | |
| | | | | Labor Cost | |
| 2.2 | Individual Cutting of Coconut Trees (without possible damage to man-made structures) | | | | |
| | (For Projected Coconut Trees to be cut into two parts) | 100 | coco trees | | |
| | Foreman | 1 | 12 | | |
| | Chainsaw Operator | 1 | 12 | | |
| | Common Laborer | 4 | 12 | | |
| | | | | Labor Cost | |
| 2.3 | Individual Cutting of Trees (100mm-250mm dia) | | | | |
| | (Including cutting of branches-multiple cuts) | 10 | trees | | |
| | Foreman | 1 | 3 | | |
| | Chainsaw Operator | 1 | 3 | | |
| | Common Laborer | 4 | 3 | | |
| | | | | Labor Cost | |
| 2.4 | Individual Cutting of Trees (300mm-500mm dia) | | | | |
| | (Including cutting of branches-multiple cuts) | 18 | trees | | |
| | Foreman | 1 | 6 | | |
| | Chainsaw Operator | 1 | 6 | | |
| | Common Laborer | 4 | 6 | | |
| | | | | Labor Cost | |



| | | | | | |
|--|--|-------------------------------------|--------------------------|----------|--|
| 2.5 | Individual Cutting of Trees (600mm-800mm dia) (Including cutting of branches-multiple cuts) Foreman Chainsaw Operator Common Laborer | 9 | trees | | |
| | | 1 | 4 | | |
| | | 1 | 4 | | |
| | | 4 | 4 | | |
| | | Labor Cost | | | |
| 2.6 | Individual Cutting of Trees (900mm-1200mm dia) (Including cutting of branches-multiple cuts) Foreman Chainsaw Operator Common Laborer | 6 | trees | | |
| | | 1 | 6 | | |
| | | 2 | 6 | | |
| | | 4 | 6 | | |
| | | Labor Cost | | | |
| 2.7 | Individual Cutting of Cluster of Bamboo to include Upro Foreman Common Laborer | 6 | clusters | | |
| | | 1 | 6 | | |
| | | 8 | 6 | | |
| | | Labor Cost | | | |
| 2.8 | Clearing of trees debris, branches and leaves of cutted trees Common Laborer | 1 | 37 | | |
| | | Labor Cost | | | |
| | | | | | |
| C | EQUIPMENT RENTAL COST Heavy Duty Chainsaw Fuel, Oil and Maintenance (20% of Equipment Rental Cost) | QTY | DUR. (DAYS) | RATE/DAY | |
| | | 1 | 37 | | |
| | | Total Equip. Rental Cost ... | | | |
| | | | | | |
| A | TOTAL MATERIAL COST | | | | |
| B | TOTAL LABOR COST | | | | |
| C | TOTAL EQUIPMENT COST | | | | |
| D | TOTAL DIRECT COST | | | | |
| INDIRECT COSTS | | | | | |
| 1. OCM | | 0.0% | of Estimated Direct Cost | | |
| 2. CONTRACTOR's PROFIT | | 0.0% | of Estimated Direct Cost | | |
| E. TOTAL OCM & PROFIT | | 0.0% | 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 | | | | | |

Note: Any variance shall be subjected to Variation Order.

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 2:00 p.m. on 26 September 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 **Continuation Of Obstruction Removal At Bicol International Airport.**

TERMS OF REFERENCE

| | |
|----------------------------|--|
| Name of Project | Continuation Of Obstruction Removal At Bicol International Airport |
| Approved Budget | Five Hundred Sixty-Seven Thousand Two Hundred Ten Pesos PHP 567,210.00 |
| Number of Days to Complete | Thirty (30) calendar days |
| Location/s | Bicol International Airport, Alobo, Daraga, Albay |
| Contractor’s Obligation | <div>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.</div> <div>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 Thirty (30) calendar days.</div> <div>4. The Contractor shall be responsible for the safety of all activities on the Site.</div> <div>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.</div> |



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| | |
|--------------------|--|
| 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



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

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 **Continuation Of Obstruction Removal At Bicol International Airport** to the above-named dealer/supplier in accordance with the existing regulations.


LINDA MARIE D. OGENA

Canvasser