



20 September, 2024 Date

### **REQUEST FOR QUOTATION**

	Name of the latest and the latest an	 *	
ir/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 Ducting And Exhaust Fan System 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

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 one (1) Mechanical Engineer, Four (4) Installer/Fabricators and Two (2) Helpers;

Office, Ground Floor, Admin Bldg., Bicol International Airport (BIA), Daraga, Albay.

- 4 List of completed similar project within the last three (3) years which must be related to installation of ducting for centralized air-conditioning system with attached supporting documents;
- 5 List of Contractor's Equipment, including proof of ownership or certification of availability of the Basic Tools, Special Tools, Power Tools, Scaffolding, Ladder 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, name/credentials of proposed Mechanical Engineer, Installer/Fabricators, Helpers; Phil-GEPS Registration Number; and List of contractor's equipment, and List of completed similar project shall be automatically disqualified.

### SCOPE OF WORK:

- 1. Mobilization and pre-fabrication/installation Inspection.
- 2. Fabrication of ductings and supports.
- 3. Onsite assembly and installation of ducting.
- 4. Installation of insulation and claddings.
- 5. Testing and commissioning (running of AHU and air balancing).
- 6. Turnover and acceptance (including submission of as-built drawings).

Note: Any defect findings and faulty parts for replacement apart from the initial repair works will be given separate proposal/quotation.

# 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.





# Republic of the Philippines

# CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Bid Proposal (Annex "A")

(Contractor's Logo On Main Page)

# **BID PROPOSAL**

# Repair and Maintenance of Ducting and Exhaust Fan System at BIA

# Bicol International Airport, Alobo, Daraga, Albay

ITEM	AGOM TO MOTHINGS	VITINALIO	FINIT	ESTIMATED MARK-UPS IN TOTAL MARK-UP	MARK-U	NI Sdi	TOTA	IL MARK-UP	TAV	TOTAL	TOTAL COST	LINIT COST
NO.	DESCRIPTION OF WORN		5	DIRECT COST OCM Profit	OCM	Profit	%	VALUE		INDIRECT COST		
				į		Ę	100	(6)	(10)	(11)	(12)	(13)
E	(2)	(3)	( <del>4</del> )	(5)	(9)	S	(8)	(2) x (8)	12% X [(5) + (9)]	(0) + (10)	(5) + (11)	(12)/(3)
1.00	1.00 REPAIR AND INSTALLATION OF DUCTING	1.00	lot									
	TOTAL AMOUNT		B S									

Submitted by:	Printed Name:	Position:	Name of Company:	Date:



Item No



# Republic of the Philippines CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Unit

**Unit Price** 

Bill Of Quantities (Annex "B")

**Amount** 

# (Contractor's Logo On Main Page)

### **BILL OF QUANTITIES**

Qty

Project: Repair and Maintenance of Ducting and Exhaust Fan System at BIA

Location: Bicol International Airport, Alobo, Daraga, Albay

Description

1.00	REPAIR AND INSTALLATION	OF DUCTING			
	Pesos Amount in Words	1.00	lot		
	and				1
	centavos				
					3 = 30 (8%)
Total Bio	d Amount (Php) :				
Total Bio	d Amount in Words:				
		Submitted by:		fire like	
		Printed Name:			
		Position:			

Name of Company:

Date:







# Republic of the Philippines

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Detailed Estimate Form (Annex "C")

(Contractor's Logo On Main Page)

NAME OF PROJECT : Repair and Maintenance of Ducting and Exhaust Fan System at BIA

LOCATION : Bicol International Airport, Alobo, Daraga, Albay

SUBJECT : Bill of Quantities

	DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
	Material Cost				
	DUCTING WORKS				
	G.I. Sheet ga.#22	105.00	Pcs		
	Polyolefin Insulation (4ft x 15m x 25mm thk)	10.00	Rolls		***************************************
	Plastic Strap (1")	5.00	Rolls		
	Mechanical pin (1")	250.00	Pcs		
	Duct Tape (4")	22.00	Pcs		
Ī	Threaded Rod (3/8" x 10 ft)	15.00	Pcs		
	Washer/Nut (3/8")	200.00	Pcs		
	Supply Diffuser ( 0.25m x0.75m)	8.00	Pcs		
	Return Grille (1.5m x 0.75m)	1.00	Pc		
	Angle bar (3/16" x 2" x 20ft)	10.00	Pcs		
	Vulcaseal	6.00	Gal		
	Epoxy Primer (Grey)	5.00	Gal	2000	
	Lacquer thinner	4.00	Gal		
	Paint brush 4"	5.00	Pcs		
	Paint Roller (7")	10.00	Pcs		
ĺ	Blind rivet (5/32")	1000.00	Pcs		
	Drill bit (5/32")	10.00	Pcs		
	Grinding Disc (4")	10.00	Pcs		
	Canvas Cloth	3.00	mts		
	Flat Washer (1/2")	75.00	Pcs		
	Nut (1/2")	75.00	Pcs		
	Cutting Disc 5/8 x 4"	25.00	Pcs		
	CLADDING WORKS	A TON			
	Hardiflex (4.5mm)	18.00	Pcs		
	Metal studs 2 x 3"	60.00	Pcs		E E F EST
		50.00	Pcs		
	Metal track 2 x 3"	4.00	Box		
	Black screw fluted nose 1"				
	Rivet (1/8 x 1/4")  Hardiflex putty	6.00 10.00	Box		







						********************************
	Paint (White/Off White Co	olor)	1.00	Pail		
	Paint roller (7")		10.00	Pcs		
	Lacquer thinner		4.00	Gal		
	Paint brush 4"		10.00	Pcs		
	Self adhesive mesh tape(3	3")	10.00	Pcs		
	Sand Paper #240		50.00	Pcs		
	Sand Paper #100		20.00	Pcs		
	Cutting Disc 5/8 x 4"		10.00	Pcs		
				Material Cos	t	
В	Labor Cost		QTY	UNIT	UNIT COST	AMOUNT
		*****				
	Fabrication Cost		1.00	Lot		
	Installation Cost		1.00	Lot		
	Mobilization and Technica	al Supervision	1.00	Lot		
	(Please see scope of work)			Labor Cost .		d
Α	TOTAL MATERIAL COST					
В	TOTAL LABOR COST					
C	TOTAL EQUIPMENT RENTAL	. COST				
D	TOTAL DIRECT COST					
		IND		OSTS		
1.0	CM	5.0%		ated Direct Cos		
2. C	ONTRACTOR'S PROFIT	10.0%	of Estima	ated Direct Cos	st	
E. TC	OTAL OCM & PROFIT	15.0%	of D			
	LUE ADDED TAX, (VAT)	5.0%	of (D + E	)		
	JB-TOTAL ESTIMATED INDIRE					160 11 100
H. SI	JB-TOTAL ESTIMATED UNIT I	NDIRECT COST ( G	/ Quantity), F	P/Unit		
SUB-	TOTAL ESTIMATED COST ( D	+ G ), P		March Style		

SUB-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 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 Repair And Maintenance Of Ducting And Exhaust Fan System At **Bicol International Airport.** 



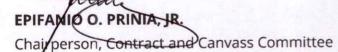




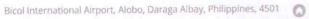
## **TERMS OF REFERENCE**

Name of Project	Repair And Maintenance Of Ducting And Exhaust Fan System At
	Bicol International Airport
Approved Budget	Nine Hundred Twenty Thousand Five Hundred Ten Pesos & 46/100
	PHP 920,510.46
Number of Days to Complete	Forty-Five (45) calendar days
Location/s	Bicol International Airport, Alobo, Daraga, Albay
Contractor's Obligation	<ol> <li>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.</li> </ol>
	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 on the Site.
	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.
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, 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 Ducting And Exhaust Fan System At Bicol International Airport to the above-named dealer/supplier in accordance with the existing regulations.

LINDA MARIE D. OGENA

Canvasser

