Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

REQUEST FOR QUOTATION

Date: November 14, 2024
RFQ No.: 24-11-193

Company/Business Name:[1] _____

Address: _____

Business/Mayor's Permit No.: _____

TIN: _____

PhilGEPS Registration Number ***(required)***: _____

The Civil Aviation Authority of the Philippines – Puerto Princesa International Airport, through its Area Center IV Bids and Awards Committee (Area Center IV - BAC), intends to procure **Supply and Delivery of Materials, Labor and Rental of Equipment for the Repair of Access Road at ARFF Station at Puerto Princesa International Airport** through **Section 53.9 (Negotiated Procurement – Small Value Procurement)** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein addressed to:

ADAMOR J. PAET
Chairperson, Bids and Awards Committee
National Highway, Brgy. San Miguel, Puerto Princesa City, 5300, Palawan
Telephone No.: (048) -433-4965
Email: area4_bac@caap.gov.ph

Please do not leave any blank items. Indicate **"0"** if item being offered is for free.

Subject to the Terms and Conditions provided on this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative in **sealed envelope** included herein, **not later than** NOV 16 2024 **at 3:00 pm**.

The following documents are also required to be submitted along with your quotation on the specified deadline above or before a notice of award is issued:

1. **Copy of 2024 Mayor's or Business Permit**
2. **Copy of 2024 Tax Clearance**
3. **PhilGEPS Certificate (Platinum Membership)**
4. **SPA for Sole Proprietorship/ Secretary's Certificate for Corporation & Cooperative)**
5. **Brochure** (if required)
6. **Notarized Omnibus Sworn Statement (for ABC's above PhP50,000.00)**
   (In the prescribed template. Downloadable at: ***https://www.gppb.gov.ph/downloadables.php***)
7. **Annual Income Tax Return / Business Tax (for ABC's above PhP500,000.00)**

For any clarification, you may contact us at telephone no. or email address provided.

Jelyn B. Gabuco
Head, Bids and Awards Committee Secretariat

Rodney Alvin R. Magnaye
Assistant, Bids and Awards Committee Secretariat

[1] In case of discrepancy on the business name as reflected on this RFQ and as reflected in the Business Permit, the latter shall prevail.

INSTRUCTIONS

Note: Failure to follow these instructions will disqualify your entire quotation.

1) Do not alter the contents of this form in any way.

2) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.

   If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.

   In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there are discrepancies. In this case, provisions in the RFQ shall prevail.

3) **All mandatory technical specifications indicated herein must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

4) Quotations may be submitted through electronic mail at **area4_bac@caap.gov.ph**.

5) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

6) The supplier/bidder is encouraged to perform a **Document Request List (DRL)** at PhilGEPS website.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of **Thirty (30) calendar days** from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the BAC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
7. Award of contract shall be made to the **lowest quotation per item** which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered at **Puerto Princesa International Airport** according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on **the scheduled date and time** of the **CAAP PPIA Inspection and Acceptance Committee**. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing statement/ Delivery Receipt/Sales Invoice, by the supplier, contractor, or consultant. Check payment thru Landbank of the Philippines.
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CAAP-PPIA may terminate 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.

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After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the lot/s as follows:

Supply and Delivery of Materials, Labor and Rental of Equipment for the Repair of Access Road at ARFF Station at Puerto Princesa International Airport				
TECHNICAL SPECIFICATIONS / SCOPE OF WORK	**Compliance** *(w/ the specs)*		**UNIT PRICE** *(in PhP)*	**REMARKS**
	YES	**NO**		
I. Materials				
Aggregate Base Course, **10 cu. m.**				
(w/ 15% shrinkage Factor)				
Reinforcing Steel Bar, 16mm dia. x 6m, **26pcs.**				
Curing Compound, **190 liters**				
Asphalt Sealant, **77 liters**				
Sand, **20 cu. m.**				
Gravel, **41 cu. m.**				
Portland Cement. 40kgs., **488 bags**				
Concrete Saw (diamond blade 14"), **2pcs.**				
II. Labor, 1 lot				
Scope of Work:				
1. Removal of Existing Asphalt Pavement (Area = 162.33 sq. m.)				
2. Subgrade Preparation (Existing Pavement) Area = 162.33 sq. m.)				
3. Aggregate Base Course (50mm thk.)				
4. Portland Cement Concrete Pavement (250mm thk.) (40.58 cu. m.)				
III. Rental of Equipment, 1 lot				
1. Motorized Road Grader w/ Scarifier, G710A				
2. Payloader (1.50 cu. m.)				
3. Dump Truck (10 cu. m.)				
4. Motorized Road Grader, G710A				
5. Vibratory Roller (10 m.t.)				
6. One-Bagger Concrete Mixer				
7. Concrete Vibrator				
8. Concrete Saw (7.5hp)				
9. Bar Cutter, Single Phase				
Warranty Period:				
Delivery Period: 30 calendar days				

Supply and Delivery of Materials, Labor and Rental of Equipment for the Repair of Access Road at ARFF Station at Puerto Princesa International Airport	
Approved Budget for the Contract	**Total Offered Quotation**
Four Hundred Seventy-Seven Thousand Three Hundred Two Pesos and 44/100 Only (Php477,302.44)	**In Words:** --- --- --- **In Figures:** ---

Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile Nos.

Email address/es