



09 October, 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 **Improvement/ Maintenance Of Breastfeeding Room 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 15 October, 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 B - Category C & D;
4. Name/credentials of proposed One (1) Master Electrician, and One (1) Construction Foreman;
5. Brochures/pictures indicating brand name and description of the furnitures and Fixtures, including manufacturer's name of the following:
 - a. 1-Seater Sofa (upholstered in fabric, fixed seat and fixed back cushion with arm wrest);
 - b. Side Table in Solid Wood (950mmW x 400mmD x 750mm H);
 - c. Covered Trash receptacle/Trash Bin (20 Li);
 - d. Refrigerator (9.5 cu ft. No Frost Inverter Type two-door with warranty);
 - e. Aircooler (3-Fan Speed, 3-Sides Cooling Pad with automatic swing function, floor stand with caster wheels, with warranty);
 - f. Block-out Curtain (2100mmWx2000mmH);
 - g. PVC Indoor Wall Panel, 202x30x2850mm;



- h. Digital Clock with Date and Temperature;
 - i. Manual Breast Pump; and
 - j. Ceiling Mounted Exhaust Fan (10").
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 Master Electrician and Construction Foreman; and Brochures/pictures indicating brand name and description of the furnitures and Fixtures shall be automatically disqualified.

SCOPE OF WORK

- 1. Architectural Works
 - a. Installation of framing and board-up for drywall partition.
 - b. Installation of wall cladding.
 - c. Painting of drywall and repainting of interior wall.
- 2. Electrical Works
 - a. Chipping and restoration of wall for the provision of additional power supply.
 - b. Roughing-ins and wiring-ins for additional power supply and lighting fixtures (tap to nearest power supply)
 - c. Installation of electrical fixtures and devices
- 3. Furnitures and Fixtures
 - a. Supply and delivery of all furnitures and fixtures included on bill of quantities (provide material sample/brochure for approval before purchase).





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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.





Bid Proposal (Annex "A")

(Contractor's Logo On Main Page)

BID PROPOSAL

Improvement/Maintenance of Breastfeeding Room

Bicol International Airport, Daraga, Albay

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

Submitted by:

Printed Name:

Position:

Name of Company:

Date:



Bill Of Quantities (Annex "B")

(Contractor's Logo On Main Page)

BILL OF QUANTITIES

Project: Improvement/ Maintenance Of Breastfeeding Room At Bicol International Airport

Location : Bicol International Airport, Alobo, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	Architectural Works				
	Pesos Amount in Words	1.00	lot		
	and centavos				
2.00	Electrical Works				
	Pesos Amount in Words	1.00	lot		
	and centavos				
3.00	Furnitures And Fixtures				
	Pesos Amount in Words	1.00	lot		
	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 : Improvement/Maintenance of Breastfeeding Room					
LOCATION : Bicol International Airport, Daraga, Albay					
SUBJECT : Bill of Quantities					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1.00	ARCHITECTURAL WORKS				
1.10	Carpentry Works				
A	Materials				
	Drywall Partition				
	Fiber Cement board (6mm thkx4'x8')	3.00	pcs		
	Metal Studs, 32mm x 76mm x 0.6mm thk x 3m	4.00	pcs		
	Metal Tracks, 32mm x 76mm x 0.6mm thk x 3m	5.00	pcs		
	Blind Rivets	20.00	pcs		
	Screw	120.00	pcs		
1.20	Wall Cladding				
A	Materials				
	PVC Indoor Wall Panel, 202x30x2850mm	16.00	pcs		
	No More Nails	2.00	tube		
1.30	Painting Works				
A	Materials				
	Semi-Gloss Paint Finish (Drywall and Interior Wall)				
	Semi Gloss Latex Paint	6.00	ltrs		
	Baby Roller with Pan	2.00	pcs		
	Paint Brush 2"	2.00	pcs		
				Material Cost	
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Foreman	1.00	3.00		
	Skilled Laborer	1.00	3.00		
	Common Laborer	1.00	3.00		
				Labor Cost ...	
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				
C	TOTAL EQUIPMENT RENTAL COST				
D	TOTAL DIRECT COST				
INDIRECT COSTS					
1. OCM	15.0%	of Estimated Direct Cost			
2. CONTRACTOR'S PROFIT	10.0%	of Estimated Direct Cost			
E. TOTAL OCM & PROFIT	25.0%	of D			
F. VALUE ADDED TAX, (VAT)	5.0%	of (D + E)			
G. SUB-TOTAL ESTIMATED INDIRECT COST (F + E), P					
H. SUB-TOTAL ESTIMATED UNIT INDIRECT COST (G / Quantity), P/Unit					
SUB-TOTAL ESTIMATED COST (D + G), P					
SUB-TOTAL ESTIMATED UNIT COST (Total Estimated Cost / Quantity), P/Unit					

Bicol International Airport, Alobro, Daraga Albay, Philippines, 4501

Smart: 0929 461 2407 | Globe: 0945 341 6603 Tel: (052) 742-3321 | bicairport@caa.gov.ph



2.00	ELECTRICAL WORKS				
2.10	Electrical Supply and Fixtures				
A	Materials				
	2-Gang Universal Duplex Outlet with Ground	2.00	pcs		
	PVC Utility Box, 2"x4"	2.00	pcs		
	Flexible Hose 1/2"	4.00	m		
	3.5 mm ² THHN/THWN-2 600V 90°C Copper Wire, Lead Free Type, Underwriter's Laboratory (UL)	10.00	m		
	LED Panel Light 6Watts, Round Recessed Type	2.00	sets		
			Material Cost		
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Master Electrician	1.00	2.00		
	Common Laborer	1.00	2.00		
			Labor Cost ...		
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				
C	TOTAL EQUIPMENT RENTAL COST				
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INDIRECT COSTS					
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G. SUB-TOTAL ESTIMATED INDIRECT COST (F + E), P					
H. SUB-TOTAL ESTIMATED UNIT INDIRECT COST (G / Quantity), P/Unit					
SUB-TOTAL ESTIMATED COST (D + G), P					
SUB-TOTAL ESTIMATED UNIT COST (Total Estimated Cost / Quantity), P/Unit					



3.00	FURNITURES AND FIXTURES				
A	Materials				
3.10	Furnitures				
	Curtain Rod Side Mounted with Bracket (Black), 120cmL x 25" dia.	2.00	sets		
	Block-out Curtain, 2100mmWx2000mmH	2.00	sets		
	1-Seater Sofa, upholstered in fabric, fixed seat and fixed back cushion with arm wrest	2.00	sets		
	Side Table in Solid Wood, 950mmW x 400mmD x 750mm H	2.00	sets		
3.20	Breastfeeding Room Equipments/Materials				
	Digital Clock with Date and Temperature (Lancent)	1.00	sets		
	Covered Trash receptacle (20 Li)	3.00	sets		
	Manual Breast Pump (Philips AVENT)	2.00	set		
	Refrigerator (9.5 cu ft. No Frost Inverter Type two-door with warranty)	1.00	set		
	Aircooler, 3-Fan Speed, 3-Sides Cooling Pad with automatic swing function, floor stand with caster wheels, with warranty	1.00	set		
	Ceiling Mouted Exhaust Fan (10")	1.00	set		
			Material Cost ...		
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				
C	TOTAL EQUIPMENT RENTAL COST				
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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 15 October 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 **Improvement/ Maintenance Of Breastfeeding Room At Bicol International Airport.**

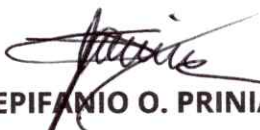
TERMS OF REFERENCE

Name of Project	Improvement/ Maintenance Of Breastfeeding Room At Bicol International Airport.
Approved Budget	One Hundred Eighty-Nine Thousand Nine Hundred Sixty-Three Pesos and 11/100 PHP 189,963.11
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>3. The Contractor shall be responsible for the safety of all activities on the Site.</div> <div>4. 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>



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.
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Very truly yours,


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



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Very truly yours,


EPIFANIO O. PRINIA, JR.

Chairperson,
Canvass and Contract Committee





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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 **Improvement/ Maintenance Of Breastfeeding Room At Bicol International Airport** to the above-named dealer/supplier in accordance with the existing regulations.

For:

LINDA MARIE D. OGENA

Canvasser

