



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 **Periodic Maintenance Inspection And Repair Of 2 Units Passenger Boarding Bridge Including Supply Of Consumables 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. Name/credentials of proposed one (1) Mechanical / Electrical Engineer, four (4) Electrical / Mechanical Technicians and two (2) Assistant Technicians;
4. List of Contractor's Equipment, including proof of ownership or certification of availability of the Basic Tools, Special Tools, Power Tools, Multi Tester / Clamp Ammeter, Vacuum Cleaner and Scaffolding from the lessor/vendor for the duration of the project, as the case may be; and
5. Other documentary requirements:
 - 5.1 Omnibus Sworn Statement
(see attached format, maybe submitted together with the quotation or before issuance of Notice of Award.)
 - 5.2 Latest Income & Business Tax Returns
[maybe submitted together with the quotation or before issuance of Notice of Award]:
 - 5.2.1 Latest Income Tax Return (ITR) shall be the ITR for the preceding year, whether calendar or fiscal duly stamped received by the BIR; and



5.2.2 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; name/credentials of proposed Mechanical/Electrical Engineer, Electrical/Mechanical Technicians and Assistant Technicians; and List of Contractor's Equipment, including proof of ownership or certification of availability of Basic Tools, Special Tools, Power Tools, Multi Tester / Clamp Ammeter, Vacuum Cleaner and Scaffolding from the lessor/vendor for the duration of the project, as the case may be, shall be automatically disqualified.

SCOPE OF WORK

A. Technical evaluation of the two (2) Moveable Passenger Boarding Bridges

Physical and functional checks on the following:

1. Electrical assembly and system components
 - a. Electrical and Control Panels
 - b. Wiring/cable Connections and electrical components
 - c. Programmable Logic Control (PLCs) System and VFDs
 - d. Cabin rotation motors, autoleveling motors, adjustable cabin floor motors
 - e. Safety sensors, limit switches & emergency stops
 - f. Control console
 - g. Cable hangers, sliding cable trays and supports
2. PBB assembly and components
 - a. Cabin: cabin rotating floor/auto leveler, under cabin, canopy hood, left and right side curtains, safety shoe.
 - b. Rotunda: rotunda columns, left and right side curtains
 - c. Tunnels: C-Tunnels (Fixed) and A-Tunnels (movable), horizontal and vertical rollers, tunnel rail tracks and supports.
3. Lift column Assembly (PBB Hydraulic system)
 - a. Oil pressure device
 - b. Oil tank
 - c. Hydraulic cylinders
 - d. Hydraulic gear pump and motor
 - e. Oil filters, valves, gauges and other accessories
 - f. Tires and brakes
4. Main Drive Unit





- a. Solid Tire
- b. Drive Axle
- c. Electric Motor
- d. Drive column and wheel carriage
- e. Brakes
- f. Collusion Prevention Device (Gas shock absorber and touch limit switch)
5. Safety sensors and limit Switches
 - a. Forward and backward limit switches
 - b. Rotational (rotonda) limit switch
 - c. Rotational (cabin) limit switch
 - d. Safety shoe switch
 - e. Auto leveler limit switch
 - f. Forward and downward sensor
 - g. Canopy hood sensor
 - h. Tunnel slope sensor
 - i. Tunnel jam prevention sensor
6. Airconditioning system
 - a. Roof Top Mounted Airconditioning unit (Total of 4 units)
- B. Conduct measurement for unit insulation and grounding resistance and drive motor load current.
- C. Conduct Mechanical and Electrical Adjustments as needed.
 - a. Re-tightening of bolts
 - b. Re-tightening of electrical connections
- D. Greasing and lubrication of parts
 1. Rotunda Column Bearing
 2. Curtain Chain and Sprocket
 3. Rotunda Hinge Pin
 4. Lift Column
 5. Drive unit bearings and reducers
 6. Canopy Hood guide roller and gas cylinder arm
 7. Cabin rotating parts: chain and sprockets
- E. Checking, cleaning of oil pressure device, draining of oil and topping of Hydraulic Oil (change Oil Servicing)
- F. PBB General Cleaning
 1. De-rusting and minor re-painting of parts and components
 2. De-dusting of electrical panels
 3. Sealing of holes and openings on electrical panels, pipings and electrical sleeves.
 4. Cleaning of external surfaces
 5. Cleaning of Glass panels (Tunnel duplex tempered glass)
 6. Cleaning of AC units and ducting





G. Submission of Inspection Checklist, Comprehensive Service Report and Recommendations.

Note:

- 1. Any defect findings or faulty parts/components apart from the initial scope that cannot be rectified during the duration of the repair works should be given a separate proposal/quotation.*
- 2. Inclusive of six (6) months service warranty.*

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

Periodic Maintenance Inspection and Repair of 2 units Passenger Boarding Bridge including supply of consumables

Bicol International Airport, Alobo, 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)
1.00	PREVENTIVE MAINTENANCE WORKS	1.00	lot					(5) x (8)	12% X [(5) + (9)]	(9) + (10)	(5) + (11)	(12)/(3)
	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: Periodic Maintenance Inspection And Repair Of 2 Units Passenger Boarding Bridge
Including Supply Of Consumables At Bicol International Airport**

Location : Bicol International Airport, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	PREVENTIVE MAINTENANCE 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 of Company:

Date:





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Detailed Estimate Form (Annex "C")

(Contractor's Logo On Main Page)

NAME OF PROJECT	:	Periodic Maintenance Inspection and Repair of 2 units Passenger Boarding Bridge including supply of consumables
LOCATION	:	Bicol International Airport, Alobo, Daraga, Albay
SUBJECT	:	Bill of Quantities

ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
A	Material Cost <i>(Minor materials, consumables and parts included in the Service Charge)</i>	-	-	-	
				Material Cost	
B	Labor Cost	QTY	UNIT	UNIT COST	AMOUNT
	Preventive Maintenance Service <i>Note: Includes professional services, technical analysis, labor works, minor parts replacements and consumables, mobilization/demobilization, provision of special tools and equipment. (Please see scope of work)</i>	1.00	Lot		
				Labor Cost	
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				
C	TOTAL EQUIPMENT RENTAL COST				
D	TOTAL DIRECT COST				
INDIRECT COSTS					
1. OCM	5.0%	of Estimated Direct Cost			
2. CONTRACTOR'S PROFIT	0.0%	of Estimated Direct Cost			
E. TOTAL OCM & PROFIT	5.0%	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					

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 **Periodic Maintenance Inspection And Repair Of 2 Units Passenger Boarding Bridge Including Supply Of Consumables At Bicol International Airport.**

TERMS OF REFERENCE

Name of Project	Periodic Maintenance Inspection And Repair Of 2 Units Passenger Boarding Bridge Including Supply Of Consumables At Bicol International Airport.
Approved Budget	Seven Hundred Ten Thousand Ten Pesos PHP 710,010.00
Number of Days to Complete	Thirty (30) Calendar Days.
Location/s	Bicol International Airport, Daraga, Albay
Contractor's Obligation	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. 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. 3. The Contractor shall be responsible for the safety of all activities on the Site.
	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.



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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.
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Very truly yours,



EPIFANIO O. PRINIA, JR.
 Chairperson,

Canvass and Contract 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 **Periodic Maintenance Inspection And Repair Of 2 Units Passenger Boarding Bridge Including Supply Of Consumables At Bicol International Airport** to the above-named dealer/supplier in accordance with the existing regulations.

LM:

LINDA MARIE D. OGENA

Canvasser