



21 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 **Repair And Maintenance Of Existing Restroom 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 25 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) Construction Foreman, and One (1) Master Electrician;
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]:
 - 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





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; Valid PCAB license; and Name/credentials of proposed Construction Foreman and Master Electrician shall be automatically disqualified.

SCOPE OF WORK

1. Site Works
 - a. Provision of safety barricade during construction.
 - b. Removal and relocation/reinstallation of affected fixtures for the installation of drop ceiling.
2. Architectural Works
 - a. Installation and painting of drop ceiling above countertops (verify to plans for detail and location).
 - b. Installation of wall cladding (verify to plans for location).
 - c. Repainting of ceiling on toilets.
3. Electrical Works
 - a. Supply and installation of additional lighting fixtures above countertop (tap to nearest power supply).
4. Provision of minor tools, materials and equipments not included on itemized breakdown to be charge to OCM.

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

Repair and Maintenance of Existing Restroom at BIA

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) (5) x (8)	(10) 5% X [(5) + (9)]	(11) (9) + (10)	(12) (5) + (11)	(13) (12)/(3)
1.00	SITE WORKS	1.00	lot									
2.00	ARCHITECTURAL WORKS	1.00	lot									
2.10	Carpentry Works	1.00	lot									
2.20	Painting Works	1.00	lot									
3.00	ELECTRICAL WORKS	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: **Repair And Maintenance Of Existing Restroom At Bicol International Airport**

Location : Bicol International Airport, Alobo, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	SITE WORKS				
	Pesos Amount in Words	1.00	lot		
	and centavos				
2.00	ARCHITECTURAL WORKS				
	Pesos Amount in Words	1.00	lot		
	and centavos				
2.10	Carpentry Works				
	Pesos Amount in Words	1.00	lot		
	and centavos				
2.20	Painting Works				
	Pesos Amount in Words	1.00	lot		
	and centavos				
3.00	ELECTRICAL 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: _____

Detailed Estimate Form (Annex "C")



(Contractor's Logo On Main Page)

NAME OF PROJECT : Repair and Maintenance of Existing Restroom at BIA

LOCATION : Bicol International Airport, Daraga, Albay

SUBJECT : Bill of Quantities

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1.00	SITE WORKS				
	Site Enclosure/Barricade				
A	Materials				
	Sacoline with framing	15.00	sq.m		
				Material Cost ...	
	Removal and relocation of affected fixtures on ceiling				
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Skilled Laborer	1.00	3.00		
	Common Laborer	1.00	3.00		
				Labor Cost ...	
C	Equipment Cost				
	Scaffolding Set/ Ladder	1.00	3.00		
				Equipment 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					



2.00	ARCHITECTURAL WORKS				
2.10	Carpentry Works				
A	Materials				
	Drop Ceiling				
	4mm thk x 4' x 8' Fiber Cement Board	8.00	pcs.		
	12mm thk x 4' x 8' MR Gypsum Board	2.00	pcs.		
	Wall Angle, 25mmx25mmx3.0mx0.50mm thk	36.00	pcs.		
	Metal Furring, 50mm x 19mm x 0.6mm x 5m	12.00	pcs.		
	Blind Rivet	205.00	pcs.		
	Black Screw	103.00	pcs.		
	PVC Wall Cladding				
	WPC Indoor Fluted Panel, 202mmx30mmx2.85m	24.00	pcs		
	Metal Clip for Fluted Panel	48.00	pcs		
	No More Nail	2.00	tube		
	Screw	96.00	pcs		
			Material Cost		
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Foreman	1.00	7.00		
	Skilled Laborer	1.00	7.00		
	Common Laborer	1.00	7.00		
			Labor Cost...		
C	Equipment Cost				
	Scaffolding Set/ Ladder	1.00	6.00		
			Equipment 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					



2.00	ARCHITECTURAL WORKS				
2.20	Painting Works				
A	Materials				
	Drop Ceiling				
	Flat Latex Paint	8.00	gals		
	Elastomeric Paint	3.00	gals		
	Gypsum Putty	3.00	gals		
	Paper Joint Tape for Drywall, 2"x250ft	1.00	pcs		
	Baby Roller with pan	8.00	pcs		
	Paint Brush 2"	10.00	pcs		
	Rugs	2.00	kgs		
	Ceiling Repainting				
	Flat Latex Paint	6.00	gals		
				Material Cost	
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Foreman	1.00	4.00		
	Skilled Laborer	1.00	4.00		
	Common Laborer	1.00	4.00		
				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					



3.00	ELECTRICAL WORKS				
3.10	Electrical Supply and Fixtures				
A	Materials				
	120mm dia. Surface Mounted Downlight Frosted Type Black Casing with 3W Bulb (warm white)	32.00	pcs		
	3.5 mm ² THHN/THWN-2 600V 90°C Copper Wire, Lead Free Type, (UL) Listed	128.00	m		
	PVC Juntion Box, 4"x4"	32.00	pcs		
	PVC Flexible Hose 1/2"	30.00	lm		
				Material Cost	
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Master Electrician	1.00	7.00		
	Common Laborer	1.00	7.00		
				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			
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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					

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 25 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 **Repair And Maintenance Of Existing Restroom At Bicol International Airport.**


TERMS OF REFERENCE

Name of Project	Repair And Maintenance Of Existing Restroom At Bicol International Airport.
Approved Budget	One Hundred Ninety-Nine Thousand Nine Hundred Eight Pesos and 19/100 PHP 199,908.19
Number of Days to Complete	Forty One (41) 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 Forty One (41) 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,
Carvass and Contract 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 **Repair And Maintenance Of Existing Restroom At Bicol International Airport** to the above-named dealer/supplier in accordance with the existing regulations.

LINDA MARIE D. OGENA

Canvasser

