



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

REQUEST FOR QUOTATION

The Civil Aviation Authority of the Philippines (CAAP-Main Office), through its Canvass and Contract Committee (CCC), will undertake a **Small Value Procurement** for the "Supply and delivery of High Temperature Grease for NAIA 1 Radar" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C24-135-11**
Name of Project : **Supply and delivery of High Temperature Grease for NAIA 1 Radar**

Approved Budget for Contract : **P137,507.73**
Terms : See the attached Annex "A" for Terms of Reference and corresponding Specifications
Location : Procurement Division, CAAP, MIA Road, Pasay City

Delivery Term : **Sixty (60) Calendar Days** from the receipt of Notice for Compliance
Note: Partial delivery is not allowed
Delivery Time : 8:00 AM – 4:00 PM Monday to Friday (Regular work days)
Delivery Location : **CAAP ANS Technical Center**

Interested suppliers are required to submit their valid and current documents which must be properly fastened and sealed in an envelope:

1. Mayor's or Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
2. Income Business Tax Return for ABC's above P500,000.00;
3. PHILGEPS Certificate of Registration;
4. Tax Clearance;
5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above P50,000.00; (Authorized representative must attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate for Corporation)
6. Price quotation from (**Annex "A"**) during submission of offer/Quotation

The winning supplier shall – upon claiming of the Contract – present the original copy of the documents listed above for comparison, or submit a **Certified True Copy** of the original document which must be certified by the issuing government agency. However, the **original copy** of the Omnibus Sworn Statement, Price Quotation Form, and Brochure **must be included in the sealed bid.**



PRICE QUOTATION FORM

Date: _____

The Chairperson
Canvass and Contract Committee
Procurement Division, CAAP,
MIA Road, Pasay City

Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Supply and Delivery of High Temperature Grease for NAIA 1 Radar				
Technical Specifications	Qty	Unit	Unit Price	Total Price
High Temperature Grease 400g (14 oz) per cartridge (1 Box = 12 cartridges) Technical Specifications: <ol style="list-style-type: none"> 1. Appearance: Blue-Green 2. Consistency, NLGI: 2 3. Texture: Buttery with slight tack 4. Thickener: Calcium Sulfonate Complex 5. Specific Gravity: 0.97 6. Dropping Point (ASTM D566): 318°C (604°F) 7. Penetration (ASTM D 217): 265 – 295 8. Oil Separation (ASTM D 1742): 0.2% 9. Operating Temperature: 40°C – 204°C 10. Base Oil Viscosity (ASTM 445) @40°C: 100cSt @100°C: 12 cSt 11. Viscosity index: 110 	3	boxes		
Total (Inclusive of VAT)				

The above-quoted prices are inclusive of all costs and applicable taxes.

Additional Requirements:

1. Certificate of Warranty must be provided valid for three(3) months after the date of acceptance by the end user and must be submitted upon delivery.
2. Technical datasheets and specifications from the manufacturer which will be included in the submitted bid proposal. Specifications must satisfy CAAP requirements.
3. Certificate of exclusive distributorship for high temperature grease with specifications compatible with NEC Radars (NAIA-1 Radar)

Very truly yours,

Name/Signature of Representative

Position

Name of Company

Contact No.

Email Address



TERMS OF REFERENCE

Name of Project	:	Supply and Delivery of High Temperature Grease for NAIA 1 Radar
Approved Budget	:	Php 137,507.73 (Purchase of Fuel, Oil, Lubricants for ANS Facilities – APP 5 02 03 090 0082)
Delivery Period	:	Sixty (60) calendar days from the receipt of Notice for Compliance <i>Note: Partial delivery is not allowed.</i>
Delivery Location	:	ANS TECHNICAL CENTER <i>Note: Delivery must be made only from 8:00AM-4:00PM during regular work days.</i> <i>A Written Notice must be sent to the official email address of the Procurement Division, and Supply Division at least seven (7) calendar days prior to the intended date of delivery.</i> <i>A confirmation of availability of the concerned office must be received by the supplier before proceeding with the delivery. Non compliance may be a ground for refusal of entry to the premises and receipt of delivery with no fault on the part of the Civil Aviation Authority of the Philippines.</i>
Terms of Payment	:	Payment upon full delivery and subject to usual government accounting rules and regulations.



Technical Specifications:

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Prepared by:  MIRAFIOR V. ANDAYA CNSSO IV/ CMMID - ANOD	Approved by:  ERNESTO T. GAGAN, JR. Division Chief III/CMMID - ANOD
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