



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 "Termite treatment on selected areas/ buildings at CAAP Hangar and Manila Transmitter Facility" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C24-151-12**  
Name of Project : **Termite treatment on selected areas/ buildings at CAAP Hangar and Manila Transmitter Facility**  
Approved Budget for  
Contract : **P187,416.00**  
Terms : See the attached Annex "A" for Terms of Reference and corresponding Specifications  
Location : Procurement Division, CAAP, MIA Road, Pasay City  
Delivery Term : **Thirty (30) Calendar Days** from the receipt of Notice for Compliance  
Delivery Time : 8:00 AM – 4:00 PM Monday to Friday (Regular work days)  
Delivery Location : **CAAP Central Office**

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/s must be valid for a period of one hundred twenty (120) calendar days from the date of submission.

The quotation shall be submitted in sealed envelope on or before the closing date of DEC 13 2024 at 10:00 AM, CAAP Procurement Division and addressed to:

**ATTY. JOHN BEAU B. MASIGLAT**  
Chairperson, Canvass and Contract Committee  
Gate 3 CAAP, Old MIA Road  
Pasay City, Metro Manila

Quotations exceeding the Approved Budget for the Contract shall be rejected.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form. In case two or more bidders are determined to have submitted the Lowest Calculated/Lowest Calculated and Responsive Quotation, CAAP-CCC 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.

The CAAP-TIAC shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

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. CAAP shall rescind 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.

Pasay City, December 05, 2024

  
**ATTY. JOHN BEAU B. MASIGLAT**  
CCC Chairperson





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Annex "A"

## PRICE QUOTATION FORM

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.

Termite treatment on selected Areas/Buildings at CAAP Hangar and Manila Transmitter Facility				
Technical Specifications	QTY	Unit	Unit Price	Total Price
<p><b>Termite treatment</b>  <b>Area covered:</b>            1. CAAP Hangar (COA Storage Room) = 52.06sq.m            2. Manila Transmitter Facility (ANS Facility) = 558.47sq.m  <b>Scope of Works:</b>            1. General survey and thorough inspection of the whole premises to determine the following:            a. Presence or absence of an infestation            b. Location of the termite colony/ies            c. Source or cause of the infestation            d. Extent of damage to your property            e. Necessary measures to eradicate the infestation            2. Demolition and extermination of discovered termite colony/ies.            3. Application of termiticide solution particularly on incorporated wooden structures such as but not limited to: baseboards, doorjambs, cabinets, furniture and fixtures found to be infested with termites.            4. Application of termiticide powder utilizing the Trophallaxis method where spraying is not applicable, particularly, in and about all electrical outlets, which are used by termites as passageways            5. A Chemical Barrier Treatment Procedure shall be conducted either through trenching (Direct soil injection) or Drilling (Drilling of 16mm/18mm holes within the perimeter of the building) alongside the structure walls.  <b>Notes:</b>            1. Warranty certificate with validity period of Twelve (12) months from date of treatment shall be issued. During the duration of which, a monthly</p>	1	Lot		



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inspection/monitoring shall be conducted. If subterranean termite is in presence, re-infestation shall be performed free of charge. 2. All chemical are FDA Approved. <b>Condition:</b> <ul style="list-style-type: none"><li>• FPA LICENSES (2007 OR 2008) RECOGNIZED BY THE FDA</li><li>• FDA LICENSES TO OPERATE (A MUST FOR PEST CONTROL OPERATORS)</li></ul>				
<b>Total (Inclusive of VAT)</b>				

(Amount in Words)

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

Very truly yours,

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Contract No.

\_\_\_\_\_  
Email Address



### TERMS OF REFERENCE

Name of Project	:	Termite treatment on selected Areas/Buildings at CAAP Hangar and Manila Transmitter Facility
Approved Budget	:	Php187,416.00
Delivery Period	:	<b>Thirty (30) Calendar Days</b> from the receipt of Notice for Compliance
Delivery Location/s	:	CAAP Central Office Civil Aviation Authority of the Philippines Old Mia Road Pasay City  Note: 1. General pest control service will be conducted during Saturday or Sunday. 2. General pest control service One (1) year covering period 3. General pest control service Once (1) a month
Delivery Condition(s)	:	1. Acceptance of delivery shall be from 8: 00A.M to 4: 00P.M only during regular working days.  2. A written notice must be sent via email to the Procurement Division ( <a href="mailto:procurement@caap.gov.ph">procurement@caap.gov.ph</a> ), and Supply Division ( <a href="mailto:supply@caap.gov.ph">supply@caap.gov.ph</a> ) at least seven (7) working days prior to the intended date of delivery.  3. Upon receipt of the Notice of Delivery, a confirmation of availability of End-User and/or Technical Inspection and Acceptance Committee (TIAC) must be received by the Supplier from the Procurement Division within two (2) working days before proceeding with the delivery.  4. The Supplier's noncompliance to the delivery conditions stipulated herein and in the Approved Contract shall be a ground for refusal of entry to the CAAP premises and receipt of delivery, with no fault on the part of the CAAP.
Terms of Payment	:	Payment upon full delivery and subject to usual government accounting rules and regulations.

### Technical Specification

Unit	Item Description	Qty.
Lot	<b>Termite treatment</b> <b>Area covered:</b> <ol style="list-style-type: none"> <li>CAAP Hangar (COA Storage Room) = 52.06sq.m</li> <li>Manila Transmitter Facility (ANS Facility) = 558.47sq.m</li> </ol> <b>Scope of Works:</b> <ol style="list-style-type: none"> <li>General survey and thorough inspection of the whole premises to determine the following: <ol style="list-style-type: none"> <li>Presence or absence of an infestation</li> </ol> </li> </ol>	1



	<p>b. Location of the termite colony/ies  c. Source or cause of the infestation  d. Extent of damage to your property  e. Necessary measures to eradicate the infestation  2. Demolition and extermination of discovered termite colony/ies.  3. Application of termiticide solution particularly on incorporated wooden structures such as but not limited to: baseboards, doorjambs, cabinets, furniture and fixtures found to be infested with termites.  4. Application of termiticide powder utilizing the Trophallaxis method where spraying is not applicable, particularly, in and about all electrical outlets, which are used by termites as passageways  5. A Chemical Barrier Treatment Procedure shall be conducted either through trenching (Direct soil injection) or Drilling (Drilling of 16mm/18mm holes within the perimeter of the building) alongside the structure walls.</p> <p><b>Notes:</b>  1. Warranty certificate with validity period of Twelve (12) months from date of treatment shall be issued. During the duration of which, a monthly inspection/monitoring shall be conducted. If subterranean termite is in presence, re-infestation shall be performed free of charge.  2. All chemical are FDA Approved.</p> <p><b>Condition:</b></p> <ul style="list-style-type: none"> <li>• FPA LICENSES (2007 OR 2008) RECOGNIZED BY THE FDA</li> <li>• FDA LICENSES TO OPERATE (A MUST FOR PEST CONTROL OPERATORS)</li> </ul>	
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**MELINA C. REYES**

Division Chief III, Facilities Maintenance Division