



06 December, 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 **Provision Of Ladder Going To Roof Deck From Cab Room At Bicol International Airport - 2nd SVP** 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 12 December, 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) Construction Foreman;
4. Brochures/pictures indicating brand name and description of retractable Ladder, including manufacturer's name;
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.)

Quotations not accompanied by current Mayor's/Business Permit, Phil-GEPS Registration Number; Name/credentials of proposed Construction Foreman; and Brochures/pictures indicating brand name and description of retractable Ladder, including manufacturer's name, shall be automatically disqualified.





SCOPE OF WORK

1. Metal Works

- a. Fabrication and installation of framing support for ladder.
- b. Dismantling and restoration of affected wall and ceiling for the installation of ladder.
- c. Conduct actual site inspection for the locatin and actual condition of opening on site.
- d. Submission of ladder material brochure/sample for approval before purchase.
- e. Supply , delivery and installation of retractable ladder at Cab Room going to Roof Deck for access during maintenance of equipment's/antenna's at Roof Deck.
- f. Supply of scaffolding, minor tools and equipment needed during the installation.
- g. Incidental charges shall be charge to the OCM included in the pay item.

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

Provision of Ladder Going to Roof Deck from Cab Room - 2nd SVP

at

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)
1.00	METAL WORKS	1.00	lot					(5) x (8)	5% X [(5) + (9)]	(9) + (10)	(5) + (11)	(12)/(3)
TOTAL AMOUNT												

Signature:

Printed Name:

Position:

Name of Company:

Date:





Bill Of Quantities (Annex "B")

(Contractor's Logo On Main Page)

BILL OF QUANTITIES

Project: Provision Of Ladder Going To Roof Deck From Cab Room At Bicol International
Airport - 2nd SVP

Location : Bicol International Airport, Alobo, Daraga, Albay

Item No	Description	Qty	Unit	Unit Price	Amount
1.00	METAL WORKS				
	Pesos Amount in Words	1.00	lot		
	and centavos				

Total Bid Amount (Php) :
Total Bid Amount in Words:

Signature:
Printed Name:
Position:
Name of Company:
Date:



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Detailed Estimate Form (Annex "C")

(Contractor's Logo On Main Page)

NAME OF PROJECT : Provision of Ladder Going to Roof Deck from Cab Room - 2nd SVP
LOCATION : Bicol International Airport, Daraga, Albay
SUBJECT : Bill of Quantities

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1.00	METAL WORKS				
A	Materials				
1.10	Ladder Framing				
	Angle Bar, 50mm x 50mm x 6mm thk x 6m	3.00			
	Round Bar, 16mm dia. x 6m	1.00			
	Expansion Bolt, 100mm dia. x 50mm	10.00			
	Welding Rod	2.00			
	Metal Primer, Gray	1.00			
	Paint Brush, 2"	1.00			
1.20	Supply, Delivery and Installation of Retractable Ladder				
	Ceiling Mounted Retractable Ladder; 300kg; 3.0-3.5m Height Cold Rolled Steel	1.00			
B	Labor Cost	QTY	DUR. (DAYS)	RATE/DAY	
	a. Dismantling of affected ceiling and wall				
	b. Ladder framing and fabricated ladder installation				
	Foreman	1.00			
	Skilled Laborer	2.00			
	Common Laborer	2.00			
C	Equipment Cost	QTY	DUR. (DAYS)	RATE/DAY	
	Scaffolding/Ladder	1.00			
Material Cost					
Labor Cost					
Equipment Rental 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					

Signature: _____
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 12 December 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 **Provision Of Ladder Going To Roof Deck From Cab Room At Bicol International Airport - 2nd SVP.**

TERMS OF REFERENCE

Name of Project	Provision Of Ladder Going To Roof Deck From Cab Room At Bicol International Airport - 2nd SVP
Approved Budget	Ninety-Nine Thousand Five Hundred Two Pesos and 46/100 (Php 99,502.46)
Number of Days to Complete	Thirty-Five (35) Calendar Days
Location/s	Bicol International Airport, Alobo, 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-Five (35) 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.
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.

Very truly yours,


EPIFANIO O. PRINIA, JR.
Chairperson,
Canvass 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 **Provision Of Ladder Going To Roof Deck From Cab Room At Bicol International Airport - 2nd SVP** to the above-named dealer/supplier in accordance with the existing regulations.

Jch: 
LINDA MARIE D. OGENA
Canvasser

