



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

04 March, 2025

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 **Supply and Delivery of Various Sanitary Supplies at Bicol International Airport (For January and February 2025)** 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 10 March 2025** at the **CAAP's physical address at the BAC/CCC Office, Ground Floor, Admin Bldg., Bicol International Airport (BIA), Daraga, Albay.**

ITEM NO.	UNIT	QTY.	DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY)	UNIT PRICE	TOTAL
1.	box	80	Jumbo Roll Tissue 200 mtrs. /2 Ply Hygienic		
2.	box	6	Liquid Hand Soap, Melon, Lemon & Bubble Gum (4gal/box)		
3.	box	7	Urinal Screen Mango (10pcs. /box)		
TOTAL AMOUNT OF QUOTATION					
-x-x- nothing follows -x-x-					

Quotations not accompanied by Current Mayor's/Business Permit, Phil-GEPS Registration Number, Statement of Availability of Stocks and Brochures/Pictures indicating brand name and description of the sanitary supplies, including manufacturer's name of the tissue, and hand soap shall be automatically disqualified. 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 below.



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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 10 March 2025**.

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 **Supply and Delivery of Various Sanitary Supplies at Bicol International Airport (For January and February 2025)**.

TERMS OF REFERENCE

Name of Project	Supply and Delivery of Various Sanitary Supplies at Bicol International Airport (For January and February 2025)
Approved Budget	Two Hundred Eighteen Thousand Seven Hundred Pesos PHP 218,700.00
Delivery Period	Fifteen (15) calendar days.
Delivery Location/s	Supply Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay
Delivery Conditions	1. Acceptance of delivery shall be made from 8:00 A.M to 5:00 P.M only during regular working days. 2. The CAAP-BIA Inspection Committee shall have right to inspect and/or test the goods delivered to check their conformity to the technical specifications. 3. In case of failure to make the full delivery within the prescribed delivery period, a penalty of one-tenth (1/10) of one (1) percent shall be imposed per day of delay.
Terms of Payment	Payment upon full delivery and subject to usual government accounting rules and regulations.

Very truly yours,

EPIFANIO O. PRINIA, JR.

Chairperson, Canvass and Contract Committee



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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 **Supply and Delivery of Various Sanitary Supplies at Bicol International Airport (For January and February 2025)** to the above-named dealer/supplier in accordance with the existing regulations.

LINDA MARIE D. OGENA

Canvasser