



REQUEST FOR QUOTATION

Date: **May 26, 2025**
RFQ No.: **AREA6-ILO-SVP-2025-022**

Name of Company : _____
Address : _____
Business Permit No. : _____
TIN No. : _____
PhilGEPS Registration No. : _____

Sir/Madam:

Please quote your **best offer** for the item/s described herein addressed to:

(Sgd.) JOEL C. GERVERO

Chairperson, Bids and Awards Committee

Civil Aviation Authority of the Philippines

Iloilo International Airport, Cabatuan, Iloilo

Email: bac_area6@caap.gov.ph

Telephone No.: (033)-3211950; (033)-3299500 loc. 3266

Subject to the Terms and Conditions provided on this Request for Quotation (RFQ).
Submit your quotation duly signed by you or your duly authorized representative in
sealed envelope included herein, **not later than June 03, 2025 @ 1:30 PM** for:

Name of the Project:	Preventive Maintenance Service (Annual) for Main Transformer 4000KVA/4MVA for Iloilo International Airport
Location:	Iloilo International Airport

The following documents are also required to be submitted along with your quotation on the specified deadline above:

- a) Mayor's Permit (Certified True Copy)
- b) PhilGEPS Certificate of Registration (Certified True Copy)
- c) Original Notarized Omnibus Sworn Statement
- d) Original Secretary's Certificate for Corporation & Cooperative
- e) Original Special Power of Attorney (SPA) for Sole Proprietorship (if applicable)
- f) Certificate of Accreditation from Iloilo Electric Cooperative I





For any clarification, you may contact us at telephone no. or email address provided.

(Sgd.) CARLO A. ALUTAYA

*Head, Bids and Awards Committee
Secretariat*

(Sgd.) JIMS BERNARD DE LA CUESTA

*Assistant, Bids and Awards Committee
Secretariat*

TERMS AND CONDITIONS:

- 1) Bidders must provide correct and accurate information required in this form.
- 2) Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your authorized representative/s.
- 3) Only authorized representative shall be allowed to sign the Request for Quotation in behalf of the owner/ corporation.
- 4) Bidders must quote for all the items. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.
- 5) Price quotation/s must be valid for a period of **Thirty (30) calendar days** from the date of submission.
- 6) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- 7) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 8) Award of contract shall be made to the **lowest quotation** (for goods and infrastructure) which complies with the minimum technical specifications, requirements and other terms and conditions stated herein.
- 9) The item/s shall be delivered within **Thirty One (31) Calendar Days** from receipt of Purchase Order.
- 10) The GPPB-TSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 11) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB-TSO shall rescind the contract once the cumulative amount of





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liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION		Quantity (QTY)		Approved Budget of the Contract	OFFER						
					PRICE			BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)		Remarks
				Php 450, 000.00	QTY	Unit Price	Total Price		Yes	No	
1.0	Supply of labor, Equipment and Consumable for Preventive Maintenance Service (Annual) for Main Transformer 4000KVA/4MV A	1	lot								
	Scope of Works:										
	1. Mobilized of tools, manpower and equipment's to site.										







-DBV (if needed) -HOTCOLLAR BUSHING TEST -EXCITATION(if needed)											
6. conduct visual inspection											
7. Cleaning and retightening											
8. energized the system and monitor condition											
10. Submit test result and recommendation											
TOTAL											

MANAGEMENT FRAMEWORK

I. Project Name:

Preventive Maintenance of 4MVA Transformer of Iloilo Air Navigation Facility for Iloilo Airport

II. Scope of Work:

1. To supply and delivery of labor and materials for the repair and maintenance of 4MVA transformer of Iloilo ANF
2. To conduct preventive maintenance service of 4MVA transformer of Iloilo ANF

III. Objectives:

The primary objectives of this preventive maintenance are to:





1. Restore the optimal working condition of the 4MVA transformer of the Iloilo ANF.
2. Maintain optimal efficiency of its operation.
3. Extend the lifespan of the 4MVA transformer.
4. Ensure safe and reliable operation.

IV. Work Identification:

(Prospective bidder are required to conduct site inspection before entering the bidding)

1. Mobilize of, tools, manpower and equipment's to site.
2. Coordinate with authority for necessary requirements prior to execution of works.
3. Disconnection of power supply from to the transformer, apply LOTO procedure.
4. Disconnection of transformer primary and secondary terminal lines.
5. Conduct found instrumentation testing to verify transformer condition:
 - -Insulation Resistance Test
 - -Winding Resistance Test
 - -Transformer Turn Ratio Test
 - -Polarizations Index test
 - -IPF (If Needed)
 - -DBV (If Needed)
 - -HOTCOLLAR BUSHING TEST (If Needed)
 - -EXCITATION (If Needed)
6. Conduct visual inspection
7. Cleaning and retightening
8. Energize the system and monitor condition.
9. Submit test result and recommendation.

V. Execution:

- The contractors must be Accredited by ILECO I.
- Prior to the commencement of work upon the issuance and the receipt of Notice to Proceed, the contractor shall report to the end user for briefing.
- The Contractor shall process necessary documents and work permits for the on-site interventions.

VI. Reporting and Communication:

- The Contractor shall submit a service report to the End User upon completion of each maintenance visit.
- Regular communication will be maintained between the Contractor and the End user regarding the scheduling and any significant findings.





VII. Follow-up

- The project shall be inspected and accepted by End User upon completion of the project.
- The project shall have a warranty of one (1) year for the part replacement.

Signature over Printed Name

Contact Number (Landline and/ or
Cellphone Nos)/Email Address

