



May 28, 2025

REQUEST FOR QUOTATION

The Civil Aviation Authority of the Philippines (CAAP BUTUAN AIRPORT), through its Bids and Awards Committee (BAC), will undertake a **Negotiated Procurement- Small Value Procurement** for the **"SIPHONING OF SEPTIC TANK, AREA SIARGAO"** in accordance with **Section 53.9** of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No.	BAC 32-2025-03
Name of Project	SIPHONING OF SEPTIC TANK, AREA SIARGAO
Approved Budget For Contract	₱ 100,000.00
Terms	See the attached documents for corresponding Program of Works and Detailed Estimates.
Location	CAAP Siargao Airport, Sayak, Del Carmen, Surigao del Norte
Number of days to complete	THIRTY (30) Calendar Days
Bid Submission Deadline	On or before JUNE 4, 2025; 10:00 A.M. @ BAC Office, Butuan Airport.
Bid Opening	JUNE 4, 2025; 3:00 P.M.

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

- 1. Letter of Intent**
- 2. PHILGEPS Certificate of Registration** (certified true copy);
- 3. MAYOR'S OR BUSINESS PERMIT** (certified true copy); 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;
- 4. LATEST INCOME/BUSINESS TAX RETURN** (certified true copy);
(Note: For Approved Budget for the Contract above ₱500,000.00)
- 5. Original copy of the OMNIBUS SWORN STATEMENT;**
- 6. Original copy of the CERTIFICATE OF SITE INSPECTION**
- 7. PICTURES OF THE PROJECT SITE DURING SITE INSPECTION**
- 8. PRICE QUOTATION** from (Annex "A) during submission of offer/Quotation and must be filled up completely including dates;

Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

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

The Project shall be awarded as **"One Project having several items that shall be awarded as one contract"**. Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and



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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-BAC 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-BUTUAN AIRPORT 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 initiated 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.





MITCHEL E. ZAMBRANO
BAC Chairman



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NAME OF BUILDINGS:	
A.	ARFF BUILDING
B.	ADMINISTRATION BUILDING
C.	PASSENGER TERMINAL BUILDING
D.	CONTROL TOWER BUILDING
E.	COMMUNAL TOILET BUILDING

San Jose Airport
Arrival Area
Pre-Departure Area
Communal Toilet
ARFF
ADMIN BUILDING

OFFICIALS	
SIGNED AND SIGNED FOR: 	
NAME: 	
DESIGNATION: 	
DATE: 	
PLACE: 	
PROJECT: 	
BIPONING OF SPFC TANKS/TP	
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Project Name: Siphoning of Septic Tank, Area Siargao
Location: Siargao Airport, Surigao del Norte
Subject: Project Duration

Item 1 Siphoning of Septic Tank

Total Truckloads	=	6.00	tl
Capability per day	=	0.20	tl/day
Total number of days	=	30.00	days
say		30.00	days

Project Duration: (From Construction Schedule)
Critical Path 1-2: = 30 calendar days


ROEL M. ALIDO
Engineer

Checked By

RUTHSAI MARIE B. MACUNO
FF/ASO Project in Charge, Area XII

Approved by

ENGR. JUNELITO P. ABRAZADO
Acting Civil Aviation Area Manager, Area XII



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Project Name: Siphoning of Septic Tank, Area Siargao
Location: Siargao Airport, Surigao del Norte

SCOPE OF WORK

I. GENERAL

The works to be accomplished by the successful bidder shall consist of supervision, materials, labor, tools and equipment (seepage truck), permits/clearances and other requirements to complete the project Siphoning of Septic Tank at Siargao Airport.

A. MOBILIZATION/DEMOBILIZATION

This work includes mobilization and demobilization of the contractor's forces and equipment necessary for performing the work required under the contract.

1. Mobilization shall include all activities and associated cost for transportation of contractor's personnel, equipment and operation supplies to the site, establishment of offices, building, and other necessary general facilities for the contractor's operations at the site.

2. Demobilization shall include the disassembly, hauling/removal of debris/rubbish, and site cleanup of offices, buildings and other facilities assembled on the site.

B. Siphoning of Septic Tank

The work includes all materials, labor and equipment/tools (seepage truck) necessary for clearing, removal and disposal of area for Siphoning of Septic Tank at Siargao Airport that are indicated in the Program of Work. (Materials used and Workmanship must be approved by the Project in-Charge)

Siphoning of Septic Tank Area Siargao

Item No.	Airport	No. of Truckloads
1	Siargao Airport	6

Prepared By


RODEL M. ALISCO
Engineer

Checked By


RUFFIAN MABIL B. MACALINO
FF1/ASD/Engineering and Planning Head

Approved By


ENGR. JUNLING P. ABRAZADO
Acting Civil Aviation Area Manager, Area XII



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CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
BUTUAN AIRPORT, BUTUAN CITY, AREA XII

PROJECT NAME : Siphoning of Septic Tank, Area Sargao
LOCATION : Sargao Airport, Surigao del Norte
SUBJECT : Quantity Derivation

1. Sargao Airport (ITL = 5.00 cu.m.)
1.00 PTB (Departure and Arrival)
Septic = 6.00 Truckloads
6.00 Truckloads

Prepared By:


ROEL M. ALICO
Engineer

Checked By:


RUTHSAH MARIE B. MACUNG
FFI/ASD/Engineering and Planning Head

Approved By:


ENGR. JUNELITO P. ABMAZADO
Acting Civil Aviation Area Manager, Area XII



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Project Name: Siphoning of Septic Tank, Area Siargao
Location: Siargao Airport, Surigao del Norte
Subject: Computation of Labor and Equipment

Item 1 Siphoning of Septic Tank, Area Siargao

A. Labor Computation:

Total Truckloads	=	6.00 truckloads
Capability per day	=	0.20 Truckloads/day
Labor Composition (1 set):		
5 - Unskilled Laborer		
Total number of days	=	30.00 days
	say	30.00 days

B. Equipment Computation:

Total Truckloads	=	6.00 truckloads
Capability per day	=	0.20 Truckloads/day
Equipment Composition (1 set):		
1 - Sewage Truck		
Total number of days	=	30.00 days
	say	30.00 days

Prepared by:


ROEL M. ALICO
Engineer

Checked By:


RUTHSÁN MARIE B. MACUNO
FFI/ASO/Project-In-Charge, Area XII

Approved by:


ENGR. JUNELITO P. ABRAZADO
Acting Civil Aviation Area Manager, Area XII

(ATTACHED COMPANY LETTERHEAD) if applicable

PRICE QUOTATION FORM

May 28, 2025

The Chairperson
 Canvass and Contract Committee
 Civil Aviation Authority of the Philippines
 Butuan Airport, Butuan 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:

NAME OF PROJECT		:		Siphoning of Septic Tank, Area Siargao	
LOCATION		:		Siargao Airport, Surigao del Norte	
SUBJECT		:		Bill of Quantities	
				QUANTITY	UNIT
				6.00	TL
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	AMOUNT
1	Siphoning of Septic Tank				
A	Materials				
	Siphoning Services (includes clearing, disposal and chlorination with manpower and septic suction tanker)				
	1. Siargao Airport (1TL = 5.00 cu.m.)	6.00	truckloads		
			Material Cost		
B.	Labor	Manpower	DUR. (DAYS)	RATE/DAY	
			Labor Cost		-
C.	Equipment	QTY	DUR. (DAYS)	RATE/DAY	
			Equipment Cost		-
A	TOTAL MATERIAL COST				
B	TOTAL LABOR COST				-
C	TOTAL EQUIPMENT				-
D	TOTAL DIRECT COST				
INDIRECT COSTS					
1. OCM (0% - 15% of EDC)		0.0%	of Estimated Direct Cost		
2. CONTRACTOR'S PROFIT (0% - 10% of EDC)		0.0%	of Estimated Direct Cost		
E. TOTAL OCM & PROFIT		0.0%	of D		
F. VALUE ADDED TAX, (VAT)		5.0%	of (D + E)		
G. TOTAL ESTIMATED INDIRECT COST (F + E), P					
H. TOTAL ESTIMATED UNIT INDIRECT COST (G / Quantity), P/Unit					
TOTAL ESTIMATED COST (D + G), P					
TOTAL ESTIMATED UNIT COST (Total Estimated Cost / Quantity), P/Unit					

SUBMITTED BY:

Signature: _____

Printed Name: _____

Position: _____

Name of Company: _____

Date: _____

☐ VAT Registered☐ Non- VAT Registered

**NAME OF PROJECT
LOCATION**

: Siphoning of Septic Tank, Area Butuan
: Siargao Airport, Surigao del Norte

SUMMARY

ITEM NO.	DESCRIPTION OF WORK	QUANTITY	UNIT	UNIT COST	AMOUNT
1.00	Siphoning of Septic Tank				
	1. Siargao Airport (1 TL = 5.00 cu.m.)	6.00	truckloads		
				GRAND TOTAL	

TOTAL BID AMOUNT IN WORDS:

Name and Signature of Representative:

Position:

Name of Company:

Contact No.

Tin Number:

☐ VAT Registered

☐ Non- VAT Registered