



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 "Supply and delivery of Digital Theodolite" in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

RFQ No.	:	C25-011-05
Name of Project	:	Supply and delivery of Digital Theodolite
Approved Budget for Contract	:	₱2,000,000.00
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 of Compliance Partial delivery is not allowed
Delivery Time	:	8:00 AM – 4:00 PM Monday to Friday (Regular work days)
Delivery Location	:	CAAP, Head Office Warehouse

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 ₱500,000.00;
3. PHILGEPS Certificate of Registration;
4. Tax Clearance;
5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above ₱50,000.00; (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 ~~MAY 21 2025~~ at 10:00 AM, CAAP Procurement Division and addressed to:

ATTY. MARK NESTER T. MENDOZA
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 damaged reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Pasay City, May 13, 2025


ATTY. MARK NESTER T. MENDOZA
CCC Chairperson



PRICE QUOTATION FORM

Date:

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:

Supply and Delivery of Digital Theodolite				
Technical Specifications	QTY	Unit	Unit Price	Total Price
Digital Theodolite/ Total Station: <ul style="list-style-type: none"> • With dual digital touchscreen display with backlight for night operation; • With capability to display horizontal and vertical angles in Degree:Minute (00:00) and/or Degree up to 2 decimal values (00.00); • With at least 30x telescope magnification to track and focus target (aircraft) at a distance of at least 6 NM; • With internal illumination system for low light operating conditions to illuminate the internal optic scales; • With at least dust/water/humidity protection (IP66); • Rigid build suitable for tough operating conditions; • Accessories: one (1) Durable Tripod, one (1) hard protective case for safe transport, one (1) pc Laser Distance, one (1) spare battery; • Warranty: With at least one (1) year warranty on parts and labor; • Calibration: With at least three (3) years of annual calibration; • Additional Requirements: (a) Authorized distributor's certificate from the Manufacturer, (b) Certificate of authorized service center in the Philippines from the manufacturer, (c) Certificate of authorized service technician in the Philippines from the manufacturer, (d) Manufacturer must have a proven history of production of units for a period of at least 10 years, (e) Actual demo of the equipment must be conducted at the CAAP prior to the award of project. 	1	Lot		
Total (Inclusive of VAT)				

(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

 Contact No.

 Email Address



TERMS OF REFERENCE

Name of Project	:	Supply and Delivery of Digital Theodolite
Approved Budget	:	PHP 2,000,000.00
Delivery Period	:	Thirty (30) calendar days from the receipt of Notice for Compliance <i>Note: Partial delivery is not allowed.</i>
Sample or Brochure	:	Required prior to post qualification specific to the item to be delivered.
Delivery Location	:	CAAP Head Office Warehouse <i>Note: Delivery must be made only from 8:00AM-4:00PM during regular work days.</i> <i>A Written Notice must be sent to the official email address of the Procurement Division, and Supply Division at least seven (7) calendar days prior to the intended date of delivery.</i> <i>A confirmation of availability of concerned office must be received by the supplier before proceeding with the delivery. None compliance may be a ground for refusal of entry to the premises and receipt of delivery with no fault on the part of the Civil Aviation Authority of the Philippines.</i>
Terms of Payment	:	Payment upon full delivery and subject to usual government accounting rules and regulations.
Warranty	:	OEM provided warranty or minimum of 1 year from date of acceptance.

SPECIFICATION

UNIT	DESCRIPTION	QTY
Lot	<p>DIGITAL THEODOLITE / TOTAL STATION:</p> <ul style="list-style-type: none"> • With dual digital touchscreen display with backlight for night operation; • With capability to display horizontal and vertical angles in Degree:Minute (00:00) and/or Degree up to 2 decimal values (00.00); • With at least 30x telescope magnification to track and focus target (aircraft) at a distance of at least 6 NM; • With internal illumination system for low light operating conditions to illuminate the internal optic scales; • With at least dust/water/humidity protection (IP66); • Rigid build suitable for tough operating conditions; • Accessories: one (1) Durable Tripod, one (1) hard protective case for safe transport, one (1) pc Laser Distance, one (1) spare battery; • Warranty: With at least one (1) year warranty on parts and labor; • Calibration: With at least three (3) years of annual calibration; • Additional Requirements: (a) Authorized distributor's certificate from the Manufacturer, (b) Certificate of authorized service center in the Philippines from the manufacturer, (c) Certificate of authorized service technician in the Philippines from the manufacturer, (d) Manufacturer must have a proven history of production of units for a period of at least 10 years, (e) Actual demo of the equipment must be conducted at the CAAP prior to the award of project. 	1

Prepared by:


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 Senior CNS Flight Inspector

Approved by:


 Capt. Roberto Andres A. Morico
 Chief, FICG