



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 "Upgrade of RSD-FSIS Archive System (Airmen & Aircraft Database)" in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

RFQ No. : **C25-014-05**
Name of Project : **Upgrade of RSD-FSIS Archive System (Airmen & Aircraft Database)**
Approved Budget for
Contract : **P1,250,000.00**
Terms : See the attached Annex "A" for Terms of Reference and corresponding Specifications
Location : Procurement Division, CAAP, MIA Road, Pasay City
Delivery Term : **Ninety (90) calendar days** from the Receipt of Notice for 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 P500,000.00;
3. PHILGEPS Certificate of Registration;
4. Tax Clearance;
5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above P50,000.00; (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 28, 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 22, 2025


ATTY. MARK NESTER T. MENDOZA
CCC Chairperson



Annex "A"

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:

Upgrade of RSD-FSIS Archive System (Airmen & Aircraft Database)				
Technical Specifications	QTY	Unit	Unit Price	Total Price
1.High-performance server <ul style="list-style-type: none">• 8-core processor 3.5 GHz• 16GB RAM DDR 5• 1 x 1TB SSD for system/application• Gigabit Ethernet Port• HDMI• OS with graphical user interface• Minimum Apache HTTP Server V.2.4.62• SSL certificate /Apache Configuration• Apache virtual hosts• Code Editor• PHP 8.x w/ Mbstring extension• Xdebug for PHP (switch on/off script)• APC Cache• Database System (latest stable MySQL, MariaDB, or Postgre SQL)• Admin script/app for database management• CMS (Joomla 5.x)• DNSMASQ	1	Lot		

<ul style="list-style-type: none"> • Bootstrap 5 compatible Template Framework <p>2. 2 External Solid State Drive</p> <ul style="list-style-type: none"> • Capacity 1TB • USB-C compatible • up to 1050MB/s read and 1000MB/s write speed • IP-65-rated for water- and dust-resistance <p>3. Uninterrupted Power Supply (UPS)</p> <ul style="list-style-type: none"> • 650VA • Automatic Voltage Regulation (AVR) • Full protection for Short-Circuit, Overload, Over-Discharge, Over-Charge and Over-Temperature • 4 Sockets • Warranty 1 Year <p>4. ARMD system upgrade installed and tested</p> <ul style="list-style-type: none"> • Template System: Replace the existing template with one Bootstrap 5 compatible frontend/backend template (PHP 8 & Joomla 5 compatible) • PHP 8.x Compatibility: Identify and resolve all PHP 8 incompatibilities (existing system is compatible with PHP 5.6) • JavaScript Modernization: Replace outdated MOO-Tools functions with plain JavaScript. • File Uploader: Replace the existing MOO- 				
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<p>Tools upload field with a modern, compatible multi-file uploader</p> <ul style="list-style-type: none"> • Date Picker Enhancement: Replace the current MOO-Tools date picker with a modern date range function picker. • Data Field Expansion: Add the capability to create and manage unlimited number of new data fields without compromising the existing database structure <p>5. SQL-Based Report Generator:</p> <ul style="list-style-type: none"> - Install and incorporate a SQL-based report generator capable of producing unlimited custom report designs out of the ARMD database into existing ARMD system <ul style="list-style-type: none"> • with customizable header, footer, and body HTML templates • compatible with PHP functions calls • configurable filters • custom fonts support • export capabilities to Excel, CSV, HTML, XML and PDF • configure min. 5 customized reports per ARMD specifications <p>6. Automated Data Encoding and Upload Feature:</p> <ul style="list-style-type: none"> - Implement automated data encoding and upload data to database records for scanned airmen license and aircraft data files 				
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<ul style="list-style-type: none"> • real-time monitoring (watch folder) of scanned files for automated processing • automated update or creation of database records through text/data extraction by zonal OCR (Optical Character Recognition) or IDP (Intelligent Document Processing) via AI (Artificial Intelligence) • automated renaming and upload of processed documents to file repository and updating of respective database records • monitoring and logging of manual uploads • activity logging, • daily reporting utility <p>7. Automated File Storage Synchronization Tool:</p> <p>- Implement a tool to synchronize file storage containing all scanned documents between the primary server, the existing RAID-5 system (QNAP NAS) and the external backup drives.</p> <ul style="list-style-type: none"> • Bi-directional synchronization • One-way synchronization • Mirror backup • Automated scheduled synchronization • Synchronization on the fly (when changes occur) • Filter for file/folder in- or exclusion • Logging events to log files • Logging synchronization errors • Export log files 				
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<p>8. Database and Application Backup:</p> <ul style="list-style-type: none"> - Implement a reliable backup solution with regular automated backups and a 1-click backup feature to backup the whole application system and database for easy restoration. <ul style="list-style-type: none"> • Different backup profiles • Scheduled backups • Compressed archives • Restore script/application • Automatic configuration • Automated backup upload <p>9. Database Migration</p> <ul style="list-style-type: none"> - Migrate all records and file repository to the upgraded system <ul style="list-style-type: none"> • Existing MySQL database • Minimum of 42 tables with ~ 2.5 Million records and ~ 500K files (image and PDF) <p>10. System Training</p> <ul style="list-style-type: none"> - Conduct training for all ARMD personnel on the new system and issue certificates upon completion. <p>11. Warranty and Support</p> <ul style="list-style-type: none"> - - The contractor/supplier shall provide a comprehensive warranty for the upgraded system, which includes the prompt resolution of any defects or issues identified within the warranty period of one (1) year from the date of acceptance, at no additional cost to CAAP. The warranty period shall commence only upon formal acceptance of the hardware, software, and systems upgrade. The project contractor shall also be required to correct any errors 				
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found in the original system for a period of at least one (1) year from the date of acceptance. Furthermore, 24/7 assistance shall be provided to ensure minimal disruption to ARMD operations.				
Total (Inclusive of VAT)				

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	:	Upgrade of RSD-FSIS Archive System (Airmen & Aircraft Database)
Approved Budget	:	Php 1,250,000.00
Delivery Period	:	Ninety (90) calendar days upon receipt of Notice for Compliance <i>Note: Partial delivery is not allowed.</i>
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. Non-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.

Technical Specifications:

Upgrade of RSD-FSIS Archive System (Airmen & Aircraft Database)		
Unit	Description	Quantity
Lot	<p>1.High-performance server</p> <ul style="list-style-type: none"> • 8-core processor 3.5 GHz • 16GB RAM DDR 5 • 1 x 1TB SSD for system/application • Gigabit Ethernet Port • HDMI • OS with graphical user interface • Minimum Apache HTTP Server V.2.4.62 • SSL certificate /Apache Configuration • Apache virtual hosts • Code Editor • PHP 8.x w/ Mbstring extension • Xdebug for PHP (switch on/off script) • APC Cache • Database System (latest stable MySQL, MariaDB, or Postgre SQL) • Admin script/app for database management • CMS (Joomla 5.x) • DNSMASQ • Bootstrap 5 compatible Template Framework <p>2. 2 External Solid State Drive</p> <ul style="list-style-type: none"> • Capacity 1TB • USB-C compatible • up to 1050MB/s read and 1000MB/s write speed • IP-65-rated for water- and dust-resistance <p>3. Uninterrupted Power Supply (UPS)</p> <ul style="list-style-type: none"> • 650VA • Automatic Voltage Regulation (AVR) • Full protection for Short-Circuit, Overload, Over-Discharge, Over-Charge and Over-Temperature 	1

- 4 Sockets
- Warranty 1 Year

4. ARMD system upgrade installed and tested

- **Template System:**
Replace the existing template with one Bootstrap 5 compatible frontend/backend template (PHP 8 & Joomla 5 compatible)
- **PHP 8.x Compatibility:**
Identify and resolve all PHP 8 incompatibilities (existing system is compatible with PHP 5.6)
- **JavaScript Modernization:**
Replace outdated MOO-Tools functions with plain JavaScript.
- **File Uploader:**
Replace the existing MOO-Tools upload field with a modern, compatible multi-file uploader
- **Date Picker Enhancement:**
Replace the current MOO-Tools date picker with a modern date range function picker.
- **Data Field Expansion:**
Add the capability to create and manage unlimited number of new data fields without compromising the existing database structure

5. SQL-Based Report Generator:

- Install and incorporate a SQL-based report generator capable of producing unlimited custom report designs out of the ARMD database into existing ARMD system

- with customizable header, footer, and body HTML templates
- compatible with PHP functions calls
- configurable filters
- custom fonts support
- export capabilities to Excel, CSV, HTML, XML and PDF
- configure min. 5 customized reports per ARMD specifications

6. Automated Data Encoding and Upload Feature:

- Implement **automated** data encoding and upload data to database records for scanned airmen license and aircraft data files

- real-time monitoring (watch folder) of scanned files for automated processing
- automated update or creation of database records through text/data extraction by zonal OCR (Optical Character Recognition) or IDP (Intelligent Document Processing) via AI (Artificial Intelligence)
- automated renaming and upload of processed documents to file repository and updating of respective database records
- monitoring and logging of manual uploads
- activity logging,
- daily reporting utility

7. Automated File Storage Synchronization Tool:

- Implement a tool to synchronize file storage containing all scanned documents between the primary server, the existing RAID-5 system (QNAP NAS) and the external backup drives.

- Bi-directional synchronization
- One-way synchronization
- Mirror backup
- Automated scheduled synchronization
- Synchronization on the fly (when changes occur)
- Filter for file/folder in- or exclusion
- Logging events to log files
- Logging synchronization errors
- Export log files

8. Database and Application Backup:

- Implement a reliable backup solution with regular automated backups and a 1-click backup feature to backup the whole application system and database for easy restoration.

- Different backup profiles
- Scheduled backups
- Compressed archives
- Restore script/application

	<ul style="list-style-type: none"> • Automatic configuration • Automated backup upload <p>9. Database Migration</p> <p>- Migrate all records and file repository to the upgraded system</p> <ul style="list-style-type: none"> • Existing MySQL database • Minimum of 42 tables with ~ 2.5 Million records and ~ 500K files (image and PDF) <p>10. System Training</p> <p>- Conduct training for all ARMD personnel on the new system and issue certificates upon completion.</p> <p>11. Warranty and Support</p> <p>- The contractor/supplier shall provide a comprehensive warranty for the upgraded system, which includes the prompt resolution of any defects or issues identified within the warranty period of one (1) year from the date of acceptance, at no additional cost to CAAP. The warranty period shall commence only upon formal acceptance of the hardware, software, and systems upgrade. The project contractor shall also be required to correct any errors found in the original system for a period of at least one (1) year from the date of acceptance. Furthermore, 24/7 assistance shall be provided to ensure minimal disruption to ARMD operations.</p>	
<p>The above- quoted prices are inclusive of all costa and applicable taxes.</p>		

Prepared by:


NIÑA KRYSTEL M. ROMASANTA
 CARO II/ Acting Chief, ARMD- RSD

Approved by:


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 Department Manager III, RSD