



05 May, 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 **Vegetation Control At Daet Airport - 2nd SVP** 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 09 May 2025** at the **CAAP's physical address at the BAC/CCC Office, Ground Floor, Admin Bldg., Bicol International Airport (BIA), Daraga, Albay.**

The following should be submitted together with the quotation:

1. Current Mayor's/Business Permit;
2. Phil-GEPS Registration Number;
3. List of completed similar contracts within the last five (5) years which must be related to vegetation removal of any operational aerodrome with attached supporting documents;
4. List of Contractor's Equipment, including proof of ownership or certification of availability of Grass Cutters, Portable Chainsaw, Backpack Sprayer and Minor Tools for Cutting from the lessor/vendor for the duration of the project, as the case may be; and
5. Other documentary requirements:
 - 5.1. Omnibus Sworn Statement
(see attached format, maybe submitted together with the quotation or before issuance of Notice of Award.)
 - 5.2. Additional Requirements to be submitted **before issuance of Notice to Proceed:**
 - 5.2.1. Work Schedule;
 - 5.2.2. PERT/CPM;
 - 5.2.3. Manpower Schedule;
 - 5.2.4. Work Method; and
 - 5.2.5. Performance Security.



Quotations not accompanied by current Mayor's/Business Permit; Phil-GEPS Registration Number; List of Completed similar project within the last five (5) years which must be related to vegetation removal on airside of any operational aerodrome with attached supporting documents; and List of Contractor's Equipment, including proof of ownership or certification of availability of Grass cutters, Portable Chainsaw, Backpack Sprayer and Minor tools for cutting from the lessor/vendor for the duration of the project shall be automatically disqualified.

SCOPE OF WORK

INSTALLATION OF EXHAUST DUCTING FOR ROOFTOP PACKAGE UNIT (RTU)

1. Clearing of overgrown vegetation within designated areas.
2. Regular maintenance services to prevent regrowth.
3. Use of environmentally safe herbicides where applicable.
4. Disposal of cut vegetation in an eco-friendly manner.
5. Documentation and reporting of work progress.
6. Provision of minor tools for cutting (as needed).

PLEASE ACCOMPLISH THE FOLLOWING ATTACHED FORMS:

1. Bid Proposal (Annex "A")
2. Bill Of Quantities (Annex "B")
3. Detailed Estimate Form (Annex "C")

NOTE:

All pages of the Annexes must be duly signed by the bidder or his authorized representative. Bids/quotations not addressing or providing all of the required items where applicable shall be considered non-responsive and thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free.





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Bid Proposal (Annex "A")

Signature: _____
Printed Name: _____
Position: _____
Name of Company: _____
Date: _____

(Contractor's Logo On Main Page)
APPROVED BUDGET FOR THE CONTRACT
Vegetation Control At Daet Airport - 2nd SVP
Daet Airport, Daet, Camarines Norte

ITEM NO.	DESCRIPTION OF WORK	QUANTITY	UNIT	ESTIMATED DIRECT COST	MARK-UPS IN PERCENT		TOTAL MARK-UP		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
					OCM	Profit	%	VALUE				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1	EARTHWORKS	1.00	lot									
	*** nothing follows ***											
TOTAL AMOUNT												



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Bill Of Quantities (Annex "B")

(Contractor's Logo On Main Page)

BILL OF QUANTITIES

Project: Vegetation Control At Daet Airport - 2nd SVP

Location : Daet Airport

Item No	Description	Qty	Unit	Unit Price	Amount
1	EARTHWORKS				
	Pesos Amount in Words	1.00	lot		
	and centavos				

Total Bid Amount (Php) :

Total Bid Amount in Words:

Signature:

Printed Name:

Position:

Name of Company:

Date:



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Detailed Estimate Form (Annex "C")

(Contractor's Logo On Main Page)

NAME OF PROJECT : Vegetation Control - 2nd SVP
LOCATION : Daet Airport, Daet, Camarines Norte
SUBJECT : Bill of Quantities & Cost Estimates

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	AMOUNT
1.00	EARTHWORKS				
1.1	<i>Clearing of overgrown vegetation within designated ares and regular maintenance services to prevent regrowth.</i>				
A	Material				
	Herbicides	6.00	ltr		
	Personal Protective Equipment (Safety Helmets, Gloves, Protective Eyewear, Reflective Vest)	6.00	set		
	Fuel <i>(for Grass Cutters and Chainsaw)</i>	800.00	ltr		
			Material Cost	
B	Labor	QTY	DUR. (DAYS)	RATE/DAY	
	Leadman <i>(Working)</i>	1	65		
	Common Laborer	4	65		
			Labor Cost	
C	Equipment	QTY	DUR. (DAYS)	RATE/DAY	
	Brush Cutters	4	52		
	Portable Chain Saw	1	7		
	Backpack Sprayer	1	8		
	Machete and Sickle	6	2		
			Equipment Cost	
A	Total Material Cost				
B	Total Labor Cost				
C	Total Equipment Cost				
D	Total Direc Cost				
INDIRECT COSTS					
1. OCM (0% - 15% of TDC)		0.0%	of Estimated Direct Cost		
2. CONTRACTOR's PROFIT (0% - 10% of TDC)		10.0%	of Estimated Direct Cost		
E. TOTAL OCM & PROFIT		10.0%	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					

Signature: _____
Printed Name: _____
Position: _____
Name of Company: _____
Date: _____




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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 provided. 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 09 May 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 **Vegetation Control At Daet Airport - 2nd SVP**.

TERMS OF REFERENCE

Name of Project	Vegetation Control At Daet Airport - 2nd SVP
Approved Budget	Four Hundred Twenty-Eight Thousand Two Hundred Eighty-One Pesos and 53/100 (Php. 428,281.53)
Number of Days to Complete	Sixty-Five (65) Calendar Days
Location/s	Bicol International Airport
Contractor's Obligation	1. The Contractor shall carry out the works properly and in accordance with the Contract. The Contractor shall provide all supervision, labor, materials, plant and equipment required for the project.
	2. The Contractor shall commence execution of the works immediately upon the receipt of Notice to Proceed and shall carry out the works in accordance with the Contract Agreement. The Contractor shall complete the project per approved Contract time of Sixty-Five (65) Calendar Days .
	3. The Contractor shall be responsible for the safety of all activities on the Site.
	4. The Contractor shall carry out all instructions of the Procuring Entity's Representative that comply with the applicable laws where the Site is located.
Liquidated Damages	The Contractor shall pay liquidated damages to the Procuring Entity at the rate per day of delay. The applicable liquidated damages is at least one tenth (1/10) of one percent of the cost of the unperformed portion for every day of delay.

Very truly yours,


EUFANIO O. PRINIA, JR.
Chairperson, Canvass and Contract Committee

Bicol International Airport, Aloba, Daraga Albay, Philippines, 4501

Smart: 0929 461 2407 | Globe: 0945 341 6603 Tel: (052) 742-3321 | bia_airport@caa.gov.ph



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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 **Vegetation Control At Daet Airport - 2nd SVP** to the above-named dealer/supplier in accordance with the existing regulations.


LINDA MARIE D. OGENA

Canvasser

