Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

REQUEST FOR QUOTATION
NO.: RFQ-2025-043

Date: **May 30, 2025**

Name of the Company : _____
Address : _____
Contact No. : _____
PhilGEPS Registration No. : _____

Sir/Madam:

Please quote your best offer (lowest net, price, taxes, and government discount terms included) and **submit your Quotation duly signed by you or your duly authorized representative not later than June 4, 2025 @ 10:00 AM** for:

Name of the Project : **RUNWAY FRICTION TEST/SKID TESTING FOR LAOAG AIRPORT**
Location : **LAOAG INTERNATIONAL AIRPORT**
Terms of Reference :

Sealed quotations must be submitted either personally to Ms. Josephine R. Flores, Head, Secretariat of the Bids and Awards Committee of CAAP Area I (BAC Area I) or e-mail at bac_area1@caap.gov.ph. For any clarification, do not hesitate to contact us through the contact information seen below.

Aside from the Terms and Conditions provided at the back portion of this RFQ, please observed the following general conditions:

1. **The following documents must be attached upon submission of the Quotation**:
   a) Mayor's Permit
   b) PhilGEPS Certificate of Registration
2. All quotations shall be considered as fixed price and not subject to price escalation during the contract implementation.
3. Payment shall be made through check.

ATTY. RIZZA JOY S. VALLESTERO
Chairperson, Bids and Awards Committee

After having carefully read and accepted the Terms and Conditions, I/We submit our quotations for the following item/s:

ITEM DESCRIPTION (SPECIFY THE BRAND AND MODEL OF YOUR OFFER/PROPOSAL, IF APPLICABLE)	APPROVED BUDGET OF THE CONTRACT (ABC)	OFFER*						
		PRICE				Compliance w/ Technical Specifications		REMARKS
		QTY	UNIT	Unit Price	Total Price	Yes	No	
1. Supply of materials, equipment and labor which will be used for the project titled: "Runway Friction Test/Skid Testing for Laoag Airport".	**621,452.02**	**1**	**lot**					

SCOPE OF WORKS: **1. Friction Test** **2. Other General Requirements** **3. Project Billboard** **Number of Days to Complete: Eighty (80) Calendar Days**								
TOTAL ABC	**₱621,452.02**							
GRAND TOTAL:								

Note: Quotation for each item must not exceed the ABC per item.

_____
Signature over Printed Name
Supplier/Dealer/Contractor

TERMS AND CONDITIONS

1. **Bidders shall provide correct and accurate information required in this form.**

2. **Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.**

3. **Price quotation/s shall be denominated in Philippine Peso which includes all taxes, duties and/or levies payable.**

4. **Quotations exceeding the ABC shall be rejected.**

5. **Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein. Further, the most advantageous to the government to the point of quality of materials and prices as well as the responsiveness of the bids shall be the basis of the award.**

6. ***The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding or not award the contract in any of the following conditions set forth by Sec. 41 (Reservation Clause) of the Revised IRR of RA 9184.***

7. **The Supply Office of LIA shall have the right to inspect and to test the goods to confirm their conformity to the technical specifications.**

8. ***Date of Completion/Delivery*: In case of an approved POW, within the period stated therein. While, in cases of regular procurement, within 7-10 days or less, after the issuance of the Purchase Order. Further, any request of extension shall be sent to the End-User/Implementing Facility concern.**

9. ***Mode and Terms of Payment:* Within ten (10) working days after the supplies/materials and labor/service have been inspected and accepted, respectively, through a check issued by the procuring entity.**

10. **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. This Office (LIA) 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.**

NOTE: The aforecited Terms and Conditions shall be without prejudice to any provisions of a Contract which will be executed by and between the Procuring Entity and Contractor/Supplier/Dealer in order to conform with the requirements set forth by RA 9184.

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I. Friction Test

Quantity: 1 lot

A. DIRECT COST

a.

	MATERIALS	QUANTITY		UNIT COST		AMOUNT
1	Measuring Wheel	1	unit		/unit	
		MATERIAL COST				

b.

	no. of units	EQUIPMENT	QUANTITY		UNIT COST		AMOUNT
1	1	CFME	1	lot		/lot	
2	1	F-150 Truck	1	lot		/lot	
		EQUIPMENT COST					

c.

	no. of manpower	LABOR	NO. OF DAYS		UNIT COST		AMOUNT
1	1	Supervisor	7	day		/day	
2	1	CFME Operator	7	day		/day	
3	1	Mechanic	7	day		/day	
4	1	Driver	7	day		/day	
		LABOR COST					

TOTAL DIRECT COST

B. INDIRECT COST

a.	OCM(Overhead, Contingencies, Miscellaneous			
b.	CONTRACTORS PROFIT			
			TOTAL MARK-UP	
c.	Value Added Tax, VAT (OCM + Contractor's Profit + Direct Cost)	5%		

TOTAL INDIRECT COST

C. TOTAL COST

a.	DIRECT COST + INDIRECT COST	

TOTAL UNIT COST

II. OTHER GENERAL REQUIREMENTS

Quantity: 1 lot

A. DIRECT COST

a.

	MATERIALS	QUANTITY		UNIT COST		AMOUNT
1						
		MATERIAL COST				

b.

	EQUIPMENT	QUANTITY		UNIT COST		AMOUNT
1	Personal Protective Equipment (PPE)	5	pc.		/pc.	
		EQUIPMENT COST				

c.

	no. of manpower	LABOR	NO. OF DAYS		UNIT COST		AMOUNT
1	1	Safety Officer	7	days		/day	
2							
3							
			LABOR COST				

TOTAL DIRECT COST

B. INDIRECT COST

1.	OCM(Overhead, Contingencies, Miscellaneous)			
2.	CONTRACTORS PROFIT			
			TOTAL MARK-UP	
3.	Value Added Tax, VAT (OCM + Contractor's Profit + Direct Cost)	5%		

TOTAL INDIRECT COST

C. TOTAL COST

1.	DIRECT COST + INDIRECT COST	

TOTAL UNIT COST

III. PROJECT BILLBOARD

Quantity: 1 lot

A. DIRECT COST

a.

	MATERIALS	QUANTITY		UNIT COST		AMOUNT
1	Project Tarpaulin 8' x 8' (with frame)	1	lot		/lot	
		MATERIAL COST				

b.

	EQUIPMENT	QUANTITY		UNIT COST		AMOUNT
1						
		EQUIPMENT COST				

c.

	no. of manpower	LABOR	NO. OF DAYS		UNIT COST		AMOUNT
1							
2							
3							
			LABOR COST				

TOTAL DIRECT COST

B. INDIRECT COST

1.	OCM(Overhead, Contingencies, Miscellaneous)			
2.	CONTRACTORS PROFIT			
			TOTAL MARK-UP	
3.	Value Added Tax, VAT (OCM + Contractor's Profit + Direct Cost)	5%		

TOTAL INDIRECT COST

C. TOTAL COST

1.	**DIRECT COST + INDIRECT COST**	

TOTAL UNIT COST

TECHNICAL SPECIFICATION

I. INTRODUCTION

Maintaining the proper friction characteristics of runways has become a primary concern for safe and efficient airport operations. Skid resistance of runways deteriorates over time and use. Contaminants such as rubber deposits, dust, water, and debris contribute to hydroplaning, loss of directional control and poor braking. Proper friction measurement of runways allows the airport operator to plan, maintain, repair or construct runway pavement. There are numerous ways to measure friction but by far, the most accurate and accepted practice is the use of Continuous Friction Measuring Equipment or CFME. The International Civil Aviation Organization (ICAO) has approved only a handful of CFMEs to be used at airports.

The CFME will show friction coefficient values between 0.00 (most slippery) and 1.0 (most grip) Each CFME manufacturer has set values or the minimum, maintenance planning and new pavement design and construction levels (see table-1).

ICAO has recommended a yearly friction test for runways having fifteen (15) or less turbojet aircraft landings per runway end. It requires adequate information on the runway surface friction characteristics and airplane braking performance should be available to the pilot to allow them to adjust operating techniques and apply performance corrections.

Table - 1

Number of Daily Turbojet Aircraft Landing per Runway End	Minimum Friction Survey Frequency
Less than 15	1-Year
16 to 30	6-Months
30 to 90	3-Months
91 to 150	1-Month
151 to 210	2-Weeks
Greater than 210	Every week

II. STATEMENT OF WORK

A. Work Breakdown Structure

i. Continuous Friction Measuring Equipment (CFME) will be used to measure the friction value of Runway (01/19)
   a. The friction test will be conducted three (3) meters, six (6) meters from the runway centerline, both sides at 800-meter length.
   b. The CFME will make a total of eight (8) passes. Two (2) passes for Runway 01 and two (2) passes for Runway 19 at sixty-five kph (65 kph). Two (2) passes for Runway 01 and two (2) passes for Runway 19 at ninety-five (95 kph).
   c. The CFME will use a self-wetting system, a steady stream of water, one millimeter (1mm) thick between the runway surface and the measuring tire will simulate wet braking conditions.

d. Civil Aviation Authority of the Philippines (CAAP) Manual of Standards (MOS) Table 10.15-1 listed runway friction values of Continuous Friction Measuring Equipment (CFME).
e. Work Schedule

Test Equipment	Test Pressure (kPa)	Test Speed (kph)	Test Depth (mm)	Design Objective For new surface (Mu)	Maintenance Planning Level (Mu)	Minimum Friction Level (Mu)
Mu-meter trailer	A 70 A 70	65 95	1.0 1.0	0.72 0.66	0.52 0.38	0.42 0.26
Skiddometer trailer	B 210 B 210	65 95	1.0 1.0	0.82 0.74	0.60 0.47	0.50 0.34
Surface friction tester vehicle	B 210 B 210	65 95	1.0 1.0	0.82 0.74	0.60 0.54	0.50 0.34
Runway friction tester vehicle	B 210 B 210	65 95	1.0 1.0	0.82 0.74	0.60 0.54	0.50 0.41
TATRA friction tester vehicle	B 210 B 210	65 95	1.0 1.0	0.76 0.67	0.57 0.52	0.48 0.42
GRIPTESTER trailer	C 140 C 140	65 95	1.0 1.0	0.74 0.64	0.53 0.36	0.43 0.24

The contractor shall perform the friction test in accordance with the principle of ICAO standards and recommended practices and shall comply with ICAO Runway Friction Testing Procedure at a time specified by the Agency. The Agency and the contractor shall provide a schedule of activities that conforms to the flight schedules. Maximum of four (4) hours per day shall be allotted for this activity (runway closure) during day time.

f. The contractor is required to submit daily activities report to include actual locations of activity, manpower and equipment to the project In-charge/ Agency representative, it includes photographs of the work accomplished. After conducting runway friction test, the contractor shall submit the report within five (5) working days. The Result shall contain charts, diagrams, interpretation, and visual test trouble spots in accordance with ICAO standard as required by Civil Aviation Authority of the Philippines (CAAP)

B. Equipment, Tools, and Consumables required to be used for the project:

i. The contractor must provide the complete set of equipment with operators as stated in their proposal to accomplish all necessary works. The equipment must always be, ready and capable to perform the task. The contractor shall provide minimum number of equipment listed below:
   a. One (1) unit CFME (trailer type) with one (1) unit CFME touch screen computer. Minimum Specifications
      - ICAO approved and certified.

- Must be calibrated by the manufacturer which is certified by ICAO.
- Continuous measurement in motion should be taken along the part of pavement to be tested.
- The recording range of the friction coefficient should be from 0 to at least 0.1
- The equipment should be able to provide a permanent record of the continuous graphic trace of the friction values for runway, as well as allowing the contractor conducting the survey to record any observation (date and time) recording.
- The equipment should be capable of consistently repeating friction averages throughout the friction range at a level of 95.5%, or two standard deviations of +/- 0.06 Mu numbers.
- The speed range for friction-measuring device should be from 65kph to 95kph.
- Self-wetting system with uniform water depth of 1mm
- Real-time recording of friction test data.

ii. One (1) unit Tow vehicle
iii. One (1) unit Water Tank (1,000 lit. capacity)
iv. One (1) Unit Two-way Radio

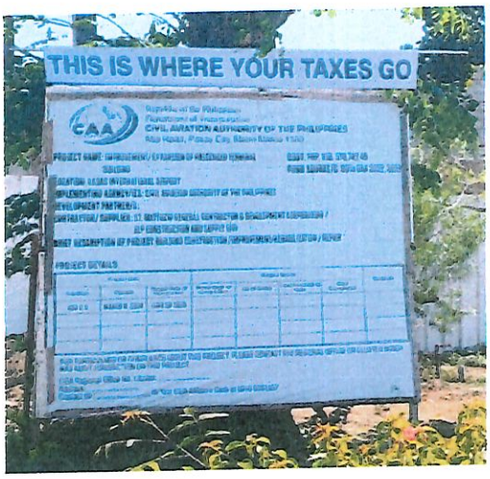
C. Project Billboard

In accordance with the COA Circular No. 2013-004 dated January 30, 2013. To promote good governance through transparency and accountability, infrastructure projects shall have a tarpaulin signboard, suitably framed for outdoor display at the project location, and shall be posted as soon as the award has been made. The design and format of the tarpaulin shall have the following specifications:

a. white, 8ft by 8ft in size
b. Resolution: 70 dpi
c. Font: Helvetica
d. Font Size: Main Information -3"; Sub-Information -1"
e. Font Color: Black

In compliance with the Proclamation No.486, S.2024 project billboards shall bear the message, "This is Where Your Taxes Go", to be placed above or below the project billboards. The design and format of the tarpaulin shall have the following specifications:

a. white, 8ft by 1ft in size
b. Resolution: 70 dpi
c. Font: Helvetica
d. Font Size: Main Information -6"
e. Font Color: Black



(1) Sample Tarpaulin Format

D. Period of Implementation

The contract shall be implemented for a total of One Hundred Thirty (130) Calendar days FY2025. Provided that the contractor will only proceed upon written notice from the duly authorized representative of the Authority to commence with the project, which notice must not be less than seven (7) days from the start date.

E. Progress Billing

The contractor/service provider may submit a Statement of Work Accomplishment (SWA) or progress billing after completing each 20% milestone of the project, provided that such submission shall be made no more than once (1) per calendar month. The submitted SWA or progress billing shall be accompanied by geotagged (date and location) progress photos, properly labelled as 'Before,' 'During,' and 'After.' The End-User or Project-in-Charge shall review and reconcile the contractor's SWA with the verified actual accomplishments. Based on this reconciliation, the End-User or Project-in-Charge shall certify the amount to be paid to the contractor as progress payment

CONSTRUCTION AND SAFETY HEALTH PROGRAM

I. INTRODUCTION

The Construction Safety and Health Program outlines the mandatory policies, procedures, and standards necessary to ensure the safety, security, and well-being of all personnel engaged in the **Runway Friction Test/Skid Testing for Laoag Airport.**

This program is intended to identify, control, and mitigate occupational hazards, ensure strict regulatory compliance, and maintain the highest standards of occupational health and safety in accordance with all applicable aviation and construction industry regulations. The contractor shall be required to implement and strictly adhere to the provisions set forth herein to maintain a safe and hazard-free working environment while minimizing disruptions to airport operations.

II. TABLE OF CONTENTS

A. Safety Orientation and Seminar

To ensure compliance with occupational safety standards and aviation regulations, all contractor personnel shall be required to attend mandatory safety orientations and seminars. These programs are essential are essential for mitigating workplace hazards, ensuring compliance with aviation safety protocols, and fostering a secure and efficient working environment.

The required orientations and seminars shall include, but are not limited to, the following:

a. Security Awareness Seminar
b. Airside Safety Awareness Seminar
c. Pre-Construction Meeting

B. Communication and Transport

The contractor shall provide the necessary communication devices and service vehicles to facilitate effective communication and reliable transportation are essential for ensuring the smooth execution of the project and maintaining operational safety within the airport premises.

- **Handheld Radios** – The contractor shall provide at least two (2) handheld radios to ensure effective coordination with the Laoag Control Tower, particularly when accessing restricted zones and the Airport airside areas where aircraft movements occur.

- **Service Vehicles** – The contractor shall make available, during the performance of the contract, at least (1) service vehicle with good condition, for use by the airport authority's representative/engineers for the purpose of inspection, monitoring, measuring, laboratory testing and other activities relative to the implementation of the project.

C. Manpower Schedule

The Minimum manpower required during contract implementation shall be:

No. of Manpower	Technical Personnel	Relevant Experience / Certificates Required
1	Field Supervisor/Safety Officer	2years supervisory experience with safety training certificate
1	Supervisor	-
1	CFME Operator	-
1	Mechanic	-
1	Driver	-

The contractor shall provide the necessary manpower to properly accomplish all necessary related works. The contractor shall designate a competent representative who shall be available at the area to oversee working operation being carried out and to receive instructions from the Airport officials. The contractor's authorized representative shall be responsible for the overall management and coordination of work to be performed as contract provisions and shall act as central point with the government agency. The contractor's authorized representative shall have full authority to act thereat in behalf of the contractor's name while in the premises.

i. Identification
   1. The Contractor's personnel shall be recognizable while in airport premises. This will be accomplished by the used of uniforms and printed with the company's name of the contractor. All expenses for uniforms and badges shall be borne by the contractor. All contractor's personnel shall always be in uniform.

D. Work Schedule

The Contractor shall perform the **Runway Friction Test/Skid Testing for Laoag Airport** in compliance with the rules and policies of the airport.

The Contractor shall provide the necessary manpower, tools, equipment, materials and supplies to ensure timely accomplishment and delivery. Depending on the seasonal demand of the work to be done, the contractor can flexibly up-size or down size its manpower, equipment, materials, etc. with the ultimate objective of delivering satisfactory on time result and performance.

2. Working Time

- Work is done regularly at daytime. Work operation is conducted within the period of 6:00 AM to 6:00 PM, with up to daily work duration of twelve (12) hours a day, six days a week including holiday. Also, the contractor/service provider shall have the option to submit a request to the concerned CAAP Authorities for approval to conduct work during the nighttime hours, specifically when the operational area is within the aircraft movement, and provided that there are no ongoing flight operations. Such request shall be subject to the concerned CAAP Authorities' discretion and approval following review.

- Work operations shall be temporarily paused when deemed necessary, or when the operational area directly affects passenger flow and airport traffic during flight hours, ensuring minimal inconvenience while maintaining safety and efficiency.

3. Work Method

- Work Methodology will be formulated by the contractor and CAAP-LIA authorities prior to implementation of the contract.

- Cut Bushes and grasses, and dismantled structures/materials should be controlled or deposed to a designated area as indicated by the Agency.

E. Guidelines

The contractor shall always establish a complete quality control program to adhere with the following requirements while carrying out his function and responsibilities during the implementation of the contract.

i. Quality Assurance and Corresponding Penalties

The Contractor shall establish a system of quality control program to assure that the requirements of the contract are provided as specified. One copy of the contractor's quality control program shall be submitted to the Authority prior to start of the contracted services. An updated copy must be

provided as changes occur. The program shall include but not limited to the following.

- An inspection system, covering all the services to be performed under the contract. This must specify areas to be inspected on either a scheduled or unscheduled basis or such personnel who will perform the inspection.

- A method for identifying deficiencies in the quality of services rendered, before the level of performance becomes unacceptable.

- Contractor shall provide the following uniform to all its employees:
  - A shirt with a contractor's logo/name with pants of any color or any equivalent uniform acceptable to CAAP-LIA
  - A penalty amounting to Fifty Pesos (P 50.00) per day per person shall be imposed on personnel who are not in prescribed uniform while on duty.

ii. Safety and Security Measures

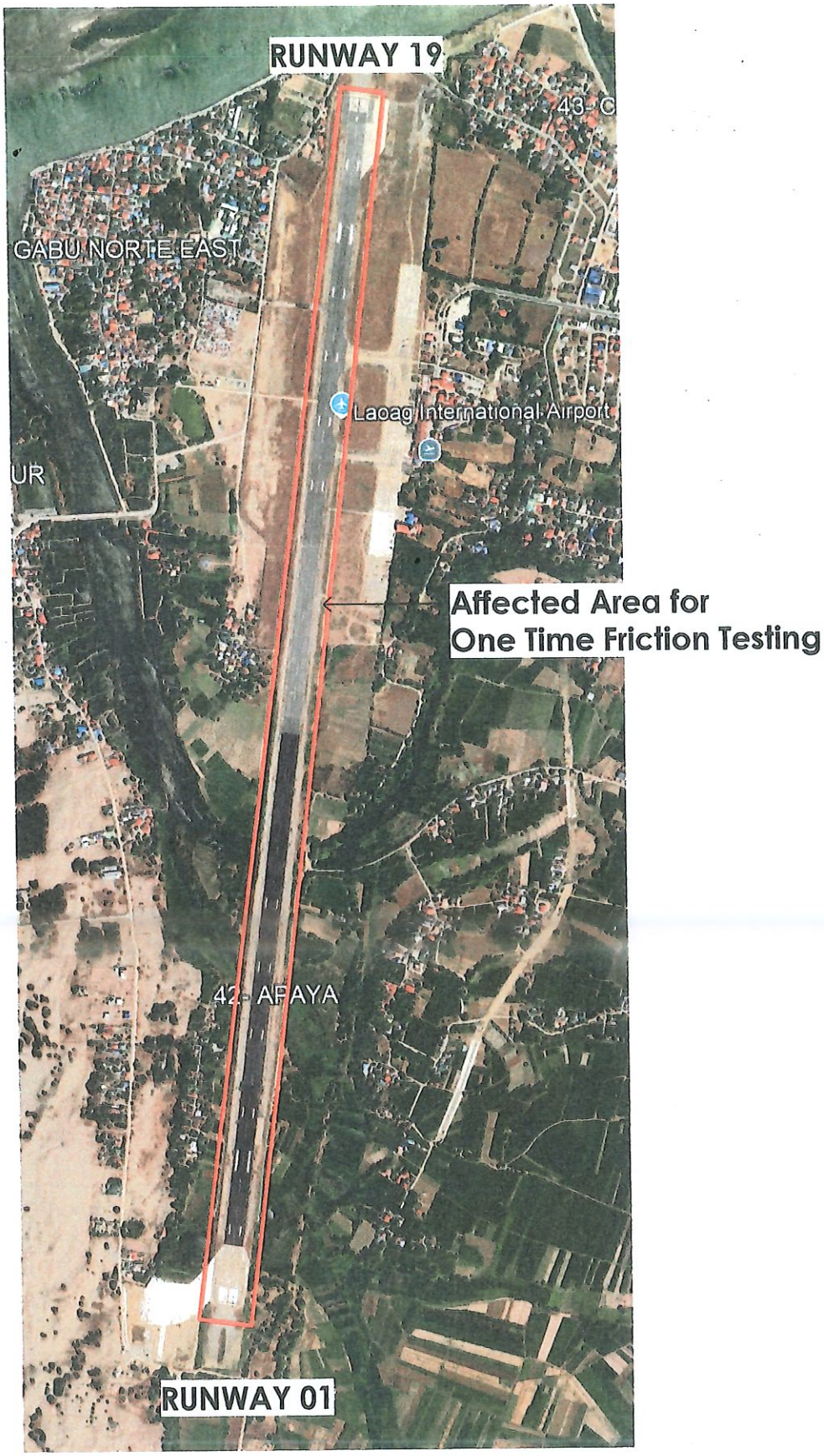
The Contractor shall adhere to all standards and recommended practices stipulated by the airport authority and shall, under no circumstances, violate standard rules and regulations.

- The Contractor and his employees shall always comply with the security and safety requirements imposed by the management while in the airport premises.

- The Contractor is hereby instructed that aircraft operations and movements and the safety thereof, shall always take precedence over any operation.

  In case of within the restricted area, a presence of authorized handheld radio operator is assigned and shall obtain clearance from the Control Tower from time to time for thorough safely.

- The Contractor shall, always keep paved surfaces such as runways, taxiways and hard stands free from hazardous materials.



VICINITY MAP

PREPARED: **RENZ ALDRINE A. CORPUZ** Engineer CHECKED/VERIFIED: **JOEFFREY B. LAGADON** Engineer II, FIC-BGM	PROJECT TITLE: **Runway Friction Test/Skid Testing for Laoag Airport** LOCATION: **Laoag International Airport, Brgy. 36 Araniw, Laoag City**	APPROVED: **ROSITO G. TAMAYO JR.** Airport Manager II, Laoag International Airport	CAA PHILIPPINES Checker