



PHILIPPINE
PORTS
AUTHORITY



REQUEST FOR QUOTATION
MAINTENANCE OF PMO NCR NORTH ADMINISTRATION ANNEX BUILDING
AND ENTRANCE GATE, NORTH HARBOR, TONDO, MANILA

DATE: October 17, 2025 RIS NO.: NCRN2025-10-421
P.R. NO.: NH-9841-25 Mode of Procurement: Sec. 34 Small Value Procurement

Sir/Madam:

The PPA PMO-NCR North, through its Bids and Awards Committee (BAC), invites **"BIG J STEEL CONSTRUCTION CORP."** to quote for the following item/s or project in accordance with the above stated procurement mode of the Implementing Rules and Regulation of the Republic Act No. 12009 also known as New Government Procurement Act.

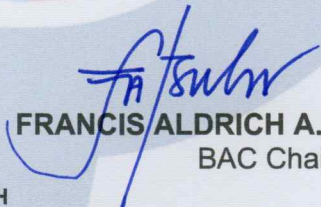
PACKAGE NO.	DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT
1	MAINTENANCE OF PMO NCR NORTH ADMINISTRATION ANNEX BUILDING AND ENTRANCE GATE, NORTH HARBOR, TONDO, MANILA, as detailed in Annex A - Item Description	₱997,102.00

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided on this Request for Quotation. Submit your **sealed quotation/documents** duly signed by you or your duly authorized representative not later than **October 24, 2025, 05:00 PM** to PMO-NCR North BAC Secretariat at PMO-NCR North Admin. Bldg. Mel Lopez Blvd., North Harbor, Tondo Manila. In the event the deadline for the submission and receipt of bids falls on a day where work is suspended due to inclement weather or other fortuitous or unforeseen events, the deadline shall be automatically moved to the next working day, not later than 12:00 noon. **Quotation/documents sent through electronic mail will not be considered.**

The following documents are also required to be submitted along with your quotation on the specified deadline above:

DOCUMENTARY REQUIREMENTS	REMARKS
Certified True Copy or Electronic Copy with QR Code of Valid Mayor's Permit	
PhilGEPS indicating the Registration Number	
Duly Signed and Notarized Omnibus Sworn Statement "Annex C" (Indicate the complete and exact Project Name)	
Valid Income / Business Tax Return	

For any clarification, you may contact us at Telephone No. 8241-3858 or email address at bac.ncrn@gmail.com


FRANCIS ALDRICH A. RUBIO
BAC Chairperson

PORT MANAGEMENT OFFICE OF NCR NORTH
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Email: pmo.ncrnorth@ppa.com.ph Website: www.ppa.com.ph

REQUEST FOR QUOTATION

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form;
2. **Partial Quotation is not permitted.**
3. Quoted price shall be inclusive of applicable taxes and shall be firm and valid for a period of at least **sixty (60) calendar days** from receipt of quotation and shall be binding upon the supplier within the period;
4. Delivery period shall be within **thirty (30) calendar days** from receipt of Notice of Award/Purchase Order;
5. The P.O. shall be awarded to the Most Economically Advantageous Responsive Bid (MEARB), Most Advantageous Responsive Bid (MARB) or, at the discretion of the BAC whichever is **most advantageous to the government**. Delivered items are subject to inspection, with payment processing to commence only after acceptance by the end-user/s;
6. Terms of payment is within **thirty (30) working days** from date of actual and complete delivery, acceptance by the end-user/s and upon submission of the required complete supporting documents;
7. Bidders shall submit the quotations together with the technical brochures of the products being offered, if applicable;
8. Quotation lacking the requested information in this RFQ or clearly failing to meet the RFQ requirements may be disregarded;
9. The delivery of the item/s must be on the scheduled date and time of the PMO-NCN and shall be acknowledged upon inspection to confirm the compliance with the technical specifications;
10. As a government agency, PPA shall deal only with legitimate suppliers/contractors which issue BIR-registered sales invoice;
11. PPA reserves the right to post-qualify any supplier and/or reject any or all submitted quotations if it fails to meet the minimum requirements set by the BAC;
12. In case of delay and default, the supplier shall be charged liquidated damages amounting to 1/10 of 1% of the cost of delayed service for every day of delay, pursuant to Sec. 98 of the IRR-A of R.A. 12009;
13. In case of failure to deliver or capricious and whimsical refusal to accept the award / purchase order (PO), the BAC may right away recommend to the HoPE the blacklisting of the supplier without prejudice to the right of the BAC to file appropriate charges against said supplier; and
14. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its IRR.

	GOODS				SERVICES			
	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE
VATABLE	1%	BIR Form 2307	5%	BIR Form 2307	2%	BIR Form 2307	5%	BIR Form 2307
NON-VAT	1%	BIR Form 2307	3%	BIR Form 2307	2%	BIR Form 2307	3%	BIR Form 2307

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM NO.	ITEM DESCRIPTION /SPECIFICATION	QTY	UOM	UNIT PRICE	TOTAL COST	BRAND/ MODEL OFFERED
1	MAINTENANCE OF PMO NCR NORTH	1	lot			

	ADMINISTRATION ANNEX BUILDING AND ENTRANCE GATE, NORTH HARBOR, TONDO, MANILA Please see attached Bill of Quantities, Terms of Reference (TOR) and Plan							
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FINANCIAL OFFER

APPROVED BUDGET FOR THE CONTRACT (ABC)	UNIT	QTY	TOTAL OFFERED QUOTATION
Nine Hundred Ninety-Seven Thousand One Hundred Two Pesos Only (P997,102.00)	PACKAGE	1	MAINTENANCE OF PMO NCR NORTH ADMINISTRATION ANNEX BUILDING AND ENTRANCE GATE, NORTH HARBOR, TONDO, MANILA
Total Price inclusive of VAT and other applicable charges in Figures:			
Total Price inclusive of VAT and other applicable charges in Words:			

Company Name:		TIN:	
Company Full Address:			
Email:		Contact No.:	
Name of Authorized Representative:		Position / Designation:	
I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company above in event that the quotation is accepted.			
Printed Name and Signature of the Bidder			

BILL OF QUANTITIES

MAINTENANCE OF PMO-NCR NORTH ANNEX BUILDING AND MAIN ENTRANCE GATE NORTH HARBOR, TONDO, MANILA

ITEM NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (6) (5) x (4)
BILL NO. 1	GENERAL EXPENSES				
1.1	Mobilization/Demobilization	lot	1.0		
1.2	Provide construction safety and health program in the execution of the project	mos.	1.00		
TOTAL FOR BILL NO. 1					

Name of Bidder/Authorized Representative
 Signatory's Legal Capacity)

BILL OF QUANTITIES

MAINTENANCE OF PMO-NCR NORTH ANNEX BUILDING AND MAIN ENTRANCE GATE NORTH HARBOR, TONDO, MANILA

ITEM NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
BILL NO. 2	MAINTENANCE OF PMO-NCR NORTH ADMINISTRATION ANNEX BUILDING				
2.1.1	Surface preparation, removal of loose paints and rust on steel columns and steel stairs at ground floor and steel stairs	sq.m.	288.00		
2.1.2	Supply and apply 1-coat epoxy primer and 2-coats top coat enamel paint on steel columns at ground floor and steel stairs	sq.m.	288.00		
2.2.1	Surface preparation, scrapping and removal of loose and peeling paints on interior masonry wall ground floor	sq.m.	432.00		
2.2.2	Supply and apply 1-coat primer and 2-coats top coat paint on interior masonry wall ground	sq.m.	432.00		
2.3	Supply and install exhaust fans including wirings and switches as indicated in the plan	lot	1.00		
2.4	Supply and install motor operated roo-up door with chain hoist including accessories	lot	1.00		
TOTAL FOR BILL NO. 2					

Name of Bidder/Authorized Representative
Signatory's Legal Capacity)

BILL OF QUANTITIES

MAINTENANCE OF PMO-NCR NORTH ANNEX BUILDING AND MAIN ENTRANCE GATE NORTH HARBOR, TONDO, MANILA

ITEM NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (6) (7)
BILL NO. 2					
MAINTENANCE OF PMO-NCR NORTH ADMINISTRATION ANNEX BUILDING					
2.5	Remove and replace power exhaust magnetic switch and drive belt	lot	1.00		
2.6.1	Remove and replace dilapidated wooden flush hollow core door and wooden jamb	lot	1.00		
2.6.2	Remove and replace dilapidated PVC doors	lot	1.00		
TOTAL FOR BILL NO. 2					
BILL NO. 3					
MAINTENANCE OF MAIN ENTRANCE GATE					
3.1	Remove damaged sliding steel gate and its accessories	lot	1.00		
3.2	Fabricate and install telescopic sliding steel gate with complete accessories at PMO Main Entrance	lot	1.00		
TOTAL FOR BILL NO. 3					

Name of Bidder/Authorized Representative
Signatory's Legal Capacity)

BILL OF QUANTITIES

MAINTENANCE OF PMO-NGR NORTH ANNEX BUILDING AND MAIN ENTRANCE GATE NORTH HARBOR, TONDO, MANILA

ITEM NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
BILL NO. 1	GENERAL EXPENSES				
BILL NO. 2	MAINTENANCE OF PMO-NGR NORTH ADMINISTRATION ANNEX BUILDING				
BILL NO. 3	MAINTENANCE OF MAIN ENTRANCE GATE				
BID PRICE					

Name of Bidder/Authorized Representative
 Signatory's Legal Capacity)