BAGONG PILIPINAS

PHILIPPINE PORTS AUTHORITY

REQUEST FOR QUOTATION

Date: 29 October 2026
RFQ No.: RFQ-ESD-2026-060

Company/Business Name: _____
Address: _____
Business/Mayor's Permit No. _____
TIN: _____
PhilGEPS Registration Number (required): _____

The **Philippine Ports Authority-Port Management Office of Batangas (PPA-PMOB)** through its Bids and Awards Committee (BAC), intends to procure the project, **Maintenance of Service Entrance Drop & Power Supply Lines, Port of Calatagan, Batangas** under Project ID No. **MPF-BGS-38-2026** with an Approved Budget for the Contract of **Nine Hundred Forty Five Thousand Pesos (Php 945,000.00) VAT Inclusive** through **Section 34 Small Value Procurement** of the Implementing Rules and Regulations of Republic Act No. 12009.

Item Description/Scope of Works:

Item No.	Qty	Unit	Item Description/Scope of Works
I	1	Lot	General Expenses
II	1	Lot	Maintenance of Service Entrance & Power Supply Lines

Please submit your duly signed quotation addressed to the Bids and Award Committee (BAC) Chairperson and to the given address below, on or before **9:00 AM of 04 November 2026,** subject to compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

ATTY. JEFREN P. PANGANIBAN
Chairperson, PMO Batangas-Bids and Awards Committee
Philippine Ports Authority,
Port Management Office of Batangas
PPA New Admin Building,
Port Access Road, Calicanto,
Batangas City 4200
Telephone No. (043)723-7214
Email: pmobatangasbacsec@gmail.com

Interested service provider **SHALL ALSO SUBMIT A COPY OF THE FOLLOWING VALID DOCUMENTS ALONG WITH THE QUOTATION** on or before the above specified deadline of submission of quotation:

a. **Valid Mayor's/Business Permit**
b. **PhilGEPS Certificate of Registration**
c. **PCAB License**
d. **Income Tax Return**

e. **Business Tax Return**
f. **Notarized Omnibus Sworn Statement**
   Template may access to this link:https://www.gppb.gov.ph/wp-content/uploads/2025/08/NGPA_Omnibus-Sworn- or by referring to ***Annex "A"*** for a copy
g. **Safety and Health Program**

The Head of the Procuring Entity (HoPE) of the Philippine Ports Authority-Port Management Office of Batangas (PPA-PMOB) reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact the Head of BAC Secretariat at (043)723-0164 or send email to pmobatangasbacsec@gmail.com

ATTY. JEFREN P. PANGANIBAN
Chairperson, PMO Batangas-Bids and Awards Committee

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

(1) Do not alter contents of this form in any way.

(2) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.
If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provision including manifesting on the agreement with the Terms and Conditions below.
In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.

(3) **ALL technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

(4) Quotations in a sealed envelope may be submitted through mail, courier or hand carried to the PMOB-BAC at the Legal Unit, 6/F, PPA Administration Building, Port Access Road, Calicanto, Batangas City; and

(5) Quotations, including documentary requirements, received after the deadline shall not be accepted.

(6) Bids will be opened in the presence of the Bidder's representative/s who choose to attend the activity on the same day, 10:00 a.m. at ESD Conference Room, 5th Floor, PPA New Admin. Building.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. **Partial quotations will not be permitted; all items must be quoted in full.**
3. Bidding is restricted to Filipino citizens/sole proprietorship, cooperative and partnerships or corporations duly organized under the laws of Philippines and of which at least sixty percent (60%) of the interest/outstanding capital stock belongs to citizens of the Philippines.
4. Partial quotations will not be permitted; all items must be quoted in full.
5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
6. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
7. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
8. Quotations exceeding the Approved Budget for the Contract shall be rejected.
9. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PMO Batangas-Bids and Awards Committee 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.
10. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
11. The items of work required for the project shall be delivered according to the accepted offer of the bidder.
12. Completed works shall be inspected at the scheduled date and time of the PPA-PMOB. The work shall be acknowledged upon its completion to confirm compliance with the technical specifications.
13. Payment shall be made through check. Processing of the same shall be upon completion of the project and submission of the required supporting documents by the supplier, contractor, or consultant.
14. When the contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any time extension duly granted and is hereby in default under the contract, the contractor shall pay the procuring entity for liquidated damages, and may not by way of penalty, an amount as provided in the conditions of contract, equal to at least one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the works for every day of delay.
15. 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.
16. The RFQ and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.

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

Maintenance of Service Entrance Drop & Power Supply Lines, Port of Calatagan, Batangas		
Approved Budget for the Contract: Nine Hundred Forty Five Thousand Pesos (Php 945,000.00) VAT Inclusive		
Minimum Requirements	**Quantity**	**Statement of Compliance ("Comply" or "Not Comply") for each requirement**
Note: Non-compliance with the minimum required specifications shall be grounds for disqualification		
Maintenance of Service Entrance Drop & Power Supply Lines, Port of Calatagan, Batangas **Scope of Works:** I. General Expenses II. Maintenance of Service Entrance & Power Supply Lines	**1 Lot**	
Technical Requirements:		
List of Contractor's Personnel ***(Please fill-up the form provided attached as Annex "B")***		
Required Equipment ***(Please use the attached form, Annex "C" supported by proof of ownership or certification of availability the equipment from the lessor or vendor for the duration of the project)***		
Movable Steel Scaffolding	3 sets (Owned/Leased)	
Portable Drill	1 unit (Owned)	
Required PCAB License:		
At least Small A-Electrical Works		
Performance Security: To guarantee the faithful performance of the Winning Contractor of its obligations under the contract, it shall post a Performance Security in any of the following forms: Cash or cashier's or, manager's check issued by bank – **Ten Percent (10%) of the Total Contract Price** Bank Guarantee or irrevocable Letter of Credit issued by a bank- **Ten Percent (10%) of the Total Contract Price** Surety Bond callable upon demand issued by a surety or insurance company duly certified by Insurance Commission as authorized to issue such security - **Thirty Percent (30%) of the Total Contract Price**	***One (1) from the given options***	
Warranty Security: To guarantee that the contractor shall perform responsibilities as prescribed in Section 90.2.3.1 of IRR of RA 12009 the Winning Contractor shall be required to post a warranty security in the following forms: Cash or Letter of Credit issued by a Bank – **Five Percent (5%) of the Total Contract Price** Bank Guarantee confirmed by a bank- **Ten Percent (10%) of the Total Contract Price** Surety Bond callable upon demand issued by GSIS or a surety or insurance company duly certified by the Insurance Commission - **Thirty Percent (30%) of the Total Contract Price**	***One (1) from the given options***	
Project Duration: 30 Calendar Days		

Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.

Maintenance of Service Entrance Drop & Power Supply Lines, Port of Calatagan, Batangas				
Item No.	**Qty**	**Unit**	**Item Description**	**Amount**
I	1	Lot	General Expenses	
II	1	Lot	Maintenance of Service Entrance & Power Supply Lines	
Total Offered Quotation (Inclusive of VAT)				In words: _____ In figures: _____

Note: Total amount in accordance with prices quoted in the Bill of Quantities (BOQ), Annex "D"

We/I understand that the Authority may order additions to or deletions from the scope of work as specified if necessary.

We/I acknowledge the following addenda/notice:

_____

_____

Enclosed herewith also are the DETAILED ESTIMATES and SUMMARY SHEET/COMPUTATIONS of the cost of all items of work enumerated above.

_____

Signature over Printed Name

_____

Position/Designation

_____

Company Name

_____

Office Telephone/Fax/Mobile Nos.

_____

Email address

Annex "A"

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at [*Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *Select one, delete the others:*

   - *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

   - *If partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

   - *If sole proprietorship:* As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity][insert* "as supported by the attached duly notarized Special Power of Attorney" *for authorized representative]*;

   - *If partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable*;*

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *Select one, delete the others:*

   - *If sole proprietorship :* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If partnership :* The partnership itself and the partners of ***[Name of Bidder]*** are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

   Select one, delete the rest:

   - *In case of corporations: [Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

   - *In case of Foreign Bidders: [Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. *[Name of Bidder]* complies with existing labor laws and standards; and

9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

   a) Carefully examine all of the Bidding Documents;

   b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

   c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

   d) Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title]*.

10. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

11. In case advance payment was made or given to *[Name of Bidder]*, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]
[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this _____ day of *[month] [year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ___ day of *[month] [year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, *[date issued], [place issued]*
IBP No. __, *[date issued], [place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

Annex "B"

KEY PERSONNEL TO BE ASSIGNED TO THE CONTRACT TO BE BID

Following are the key personnel that I will assign to the project if awarded the contract.

Name of Project: _____

		Project Engineer [2]	Foreman [4]	Other Positions **Safety and Health Officer** [5]
1.	NAME			
2.	ADDRESS			
3.	DATE OF BIRTH			
4.	CITIZENSHIP			
5.	CIVIL STATUS			
6.	EDUCATION			
	ELEMENTARY Name and Location of School Year Graduated			
	HIGH SCHOOL Name and Location of School Year Graduated			
	COLLEGE Name and Location of School Year Graduated			
	POST-GRADUATE Name and Location of School Year Graduated			
7.	PRC LICENSE No.			
8.	TIN (Tax Identification No.)			
9.	SSS No.			

Name of Bidder-Firm

Signature over Printed Name of Authorized Signing Official

Annex "C"

EQUIPMENT PLEDGED TO THE CONTRACT TO BE BID

Following are the required equipment units, as advertised, that are available to be used in the project if awarded the contract.

Name of Project : _____

DESCRIPTION (Type, Model, Make) [1]	No. of Each [2]	YEAR OF MANUFACTURE [3]	OWNED/LEASED/ UNDER PURCHASE AGREEMENT [4]	CAPACITY PERFORMANCE [5]	MOTOR NO./ BODY NO. [6]	CONDITION [7]	PRESENT LOCATION [8]

(If space is not enough, reproduce/xerox this Form.)

_____
Name of Bidder-Firm

_____
Signature over Printed Name of Authorized Signing Official

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

MAINTENANCE OF SERVICE ENTRANCE DROP & POWER SUPPLY LINES
PORT OF CALATAGAN BATANGAS

ITEM NO. I - GENERAL EXPENSES

Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
1.01	Mobilization and Demobilization	l.s.	1.00		
1.02	Provide environmental safety and health program in the execution of the project	lot	1.00		
				Total For Item No. I P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

MAINTENANCE OF SERVICE ENTRANCE DROP & POWER SUPPLY LINES
PORT OF CALATAGAN BATANGAS

ITEM NO. II - MAINTENANCE OF SERVICE ENTRANCE & POWER SUPPLY LINES

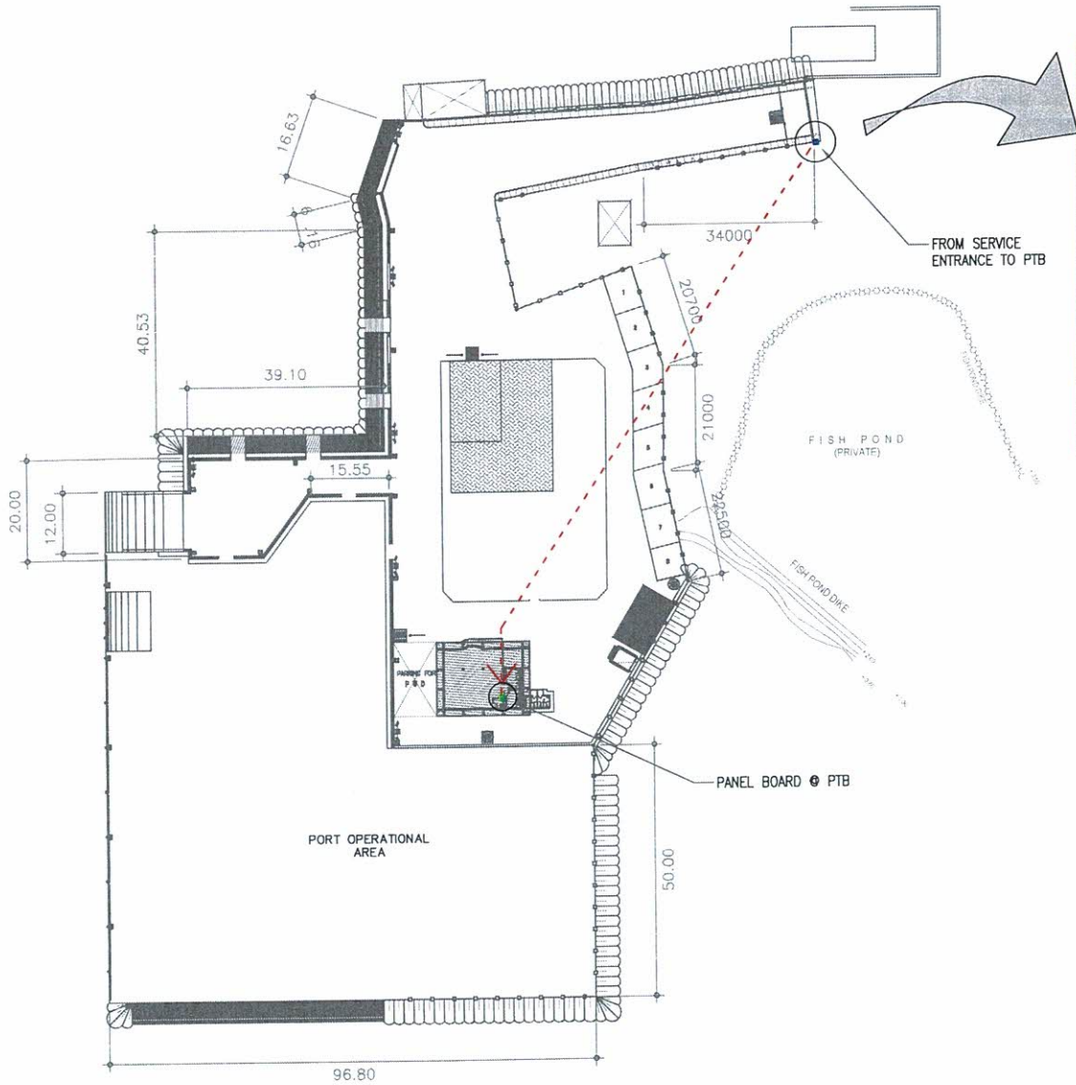
Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
2.01	Removal of Deteriorated Service Drop Entrance Electrical Supply Lines	lot	1.00		
2.02	Repair/Replacement of Electrical Service Drop Entrance	lot	1.00		
2.03	Repair/Replacement of Electrical Rough-ins & Supply Lines and inside PTB	lot	1.00		
				Total For Item No. II P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder



PORT OF CALATAGAN

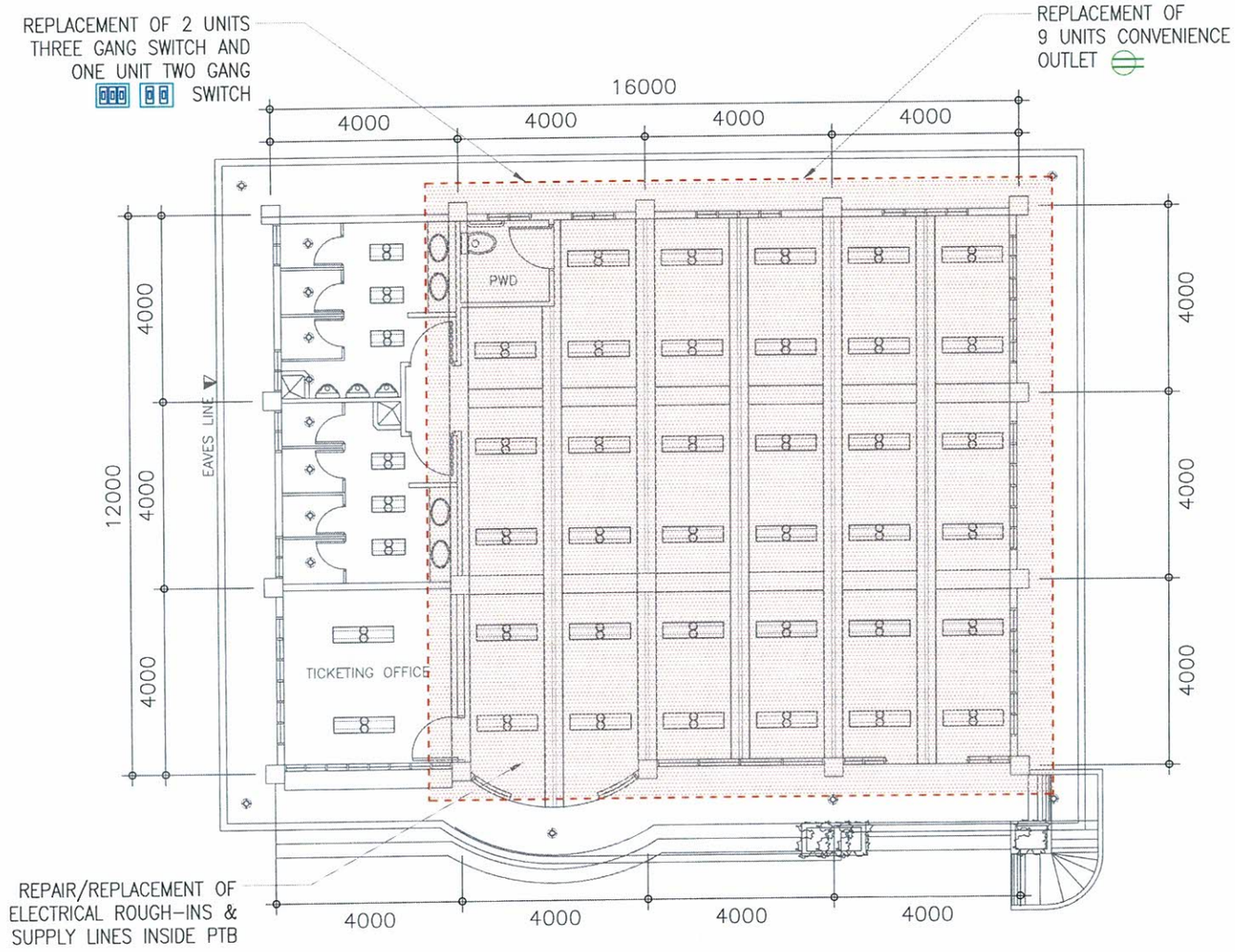
SCALE: 1:1000



LOCATION OF SERVICE ENTRANCE

SCALE: N.T.S.

PHILIPPINE PORTS AUTHORITY PMO - BATANGAS	PROJECT TITLE : **MAINTENANCE OF SERVICE ENTRANCE DROP AND POWER SUPPLY LINES** LOCATION : PORT OF CALATAGAN, BATANGAS	CAD BY : (SIGNED) D. A. ALEGRE ENGINEERING ASSISTANT	PREPARED BY : (SIGNED) V.A. AGUIRRE ACTG. SUPERVISING ENGR	REVIEWED BY : (SIGNED) C. L. RABINA ACTG. ESD MANAGER	APPROVED : (SIGNED) AURORA A. MENDOZA PORT MANAGER	SHEET CONTENTS : AS-SHOWN	SHEET NO : 01 02 DATE: Jan. - 2026



LOCATION OF REPAIR & REPLACEMENT INSIDE PTB

SCALE: 1:100

PHILIPPINE PORTS AUTHORITY PMO - BATANGAS	PROJECT TITLE : **MAINTENANCE OF SERVICE ENTRANCE DROP AND POWER SUPPLY LINES** LOCATION : PORT OF CALATAGAN, BATANGAS	CAD BY : (SIGNED) D. A. ALEGRE ENGINEERING ASSISTANT	PREPARED BY : (SIGNED) V.A. AGUIRRE ACTG. SUPERVISING ENGR.	REVIEWED BY : (SIGNED) C. L. RABINA ACTG. ESD MANAGER	APPROVED : (SIGNED) AURORA A. MENDOZA PORT MANAGER	SHEET CONTENTS : AS-SHOWN	SHEET NO : 02 | 02 DATE: Jan. - 2026