

REQUEST FOR QUOTATION (RFQ)

1. The Philippine Ports Authority - Port Management Office of Batangas (PPA-PMOB) through its Bids and Awards Committee (BAC) will undertake bidding for the **Maintenance of PTB/TMO Bldg., Port of Calatagan, Batangas** in accordance with **Section 53.9, Small Value Procurement**, of the **2016 Revised Implementing Rules and Regulations of Republic Act No. 9184**. The details of the project are the following:

- a. Name of Project : **Maintenance of PTB/TMO Bldg.**
 b. Location : **Port of Calatagan, Batangas**
 c. Reference No. : **MPF-BAT-05-23**
 d. Approved Budget for the Contract (ABC) : **Php 970,366.00 (VAT Inclusive)**
 e. Source of Fund : **PPA Corporate Fund**
 f. Item Description :

| Item No. | Qty | Unit | Item Description |
|----------|-----|------|------------------------------|
| I | 1 | lot | General Expenses |
| II | 1 | lot | Maintenance of PTB/TMO Bldg. |
| III | 1 | lot | Maintenance of Water System |

Quotations received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected.

- g. Contract Duration : **Thirty (30) calendar days from the receipt of Notice to Proceed**
 h. Required PCAB Registrations : **At least Small "A"- for Buildings & Industrial Plant**
 i. Required Equipment : **Four (4) Sets Movable Steel Scaffolding (Owned)**

2. Interested contractors will be issued Bidding Documents & Drawings upon payment of non-refundable cost of the documents in the amount of **Php 1,120.00 inclusive of VAT**. The **Price Quotation Form, forms for declaration of Key Personnel & Equipment and Omnibus of Sworn Statement** shall be accomplished and submitted together with the **CERTIFIED TRUE COPY** of the following: **a) Valid PCAB License; b) Valid Mayor's Permit; c) Income and Business Tax Return; and d) Certificate of PhilGEPS Registration** in a sealed envelope by mail, courier or hand carried to the **PMOB-BAC** on or before **9:00 a.m. of 09 November 2023** at the **Legal Unit, 6/F, PPA Administration Building, Port Access Road, Calicanto, Batangas City** addressed to:

COMPANY: (Indicate the name of the Company)
NAME OF PROJECT: (Indicate the name of the Project)

JEFREN P. PANGANIBAN
 Chairperson, PMOB-BAC
 Philippine Ports Authority

PORT MANAGEMENT OFFICE – BATANGAS
 Administration Building, Port Access Road,
 Calicanto, Batangas City 4200 Philippines

MPF-BAT-05-23

Port Management Office of Batangas
PPA Administration Building,
Port Access Road, Calicanto,
Batangas City 4200

Failure to comply with the instructions and to submit the required documents shall be ground for disqualification.

- 3 Prospective bidders shall be a duly licensed Filipino citizens/sole proprietorship; partnerships, organizations, cooperatives duly organized under laws of the Philippines or a joint venture with at least sixty percent (60%) interest or outstanding capital stock belongs to Filipino Business partner.
4. Bids must be accompanied by a Bid Securing Declaration or any form of bid security in the amount equivalent to two percent (2%) or Surety Bond equivalent to five percent (5%) of the budget for the contract (ABC). Bids received in excess of the ABC shall be automatically rejected at bid opening.
5. All quotations shall be inclusive of the applicable Value Added Tax (VAT) and shall be valid for a period of ninety (90) calendar days from the deadline of submission of quotations
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the signatory or his/her duly authorized representative/s.
7. The project shall be awarded to the winning contractor determined to have submitted the complete documentary requirements and with the Single or Lowest Calculated and Responsive Quotation
8. To guarantee the faithful performance by winning bidder of its obligations under the contract in accordance with Bidding Documents, it shall post a performance security prior to the signing of the contract

The performance security shall be in an amount not less than the required percentage of the total contract price in accordance with the following schedule:

| Form of Performance Security | Amount of Performance Security (Not less than the required percentage of the Total Contract Price) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| a) Cash or cashier's/manager check issued by a Universal or Commercial Banks. | Infrastructure projects – Ten percent (10%) |
| b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: <i>Provided however</i> , that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. | |
| c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. | Thirty percent (30%) |

9. To guarantee that the contractor shall perform his responsibilities as prescribed in Section 62.2.3.1(a) of this IRR it shall be required to post a warranty security in accordance with the following schedule:

| Form of Warranty Security | Amount of Warranty Security (Not less than the required percentage of the Total Contract Price) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| a) Cash or Letter of Credit issued by a Universal or Commercial Bank: <i>Provided however</i> That the Letter of Credit shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. | Five percent (5%) |
| b) Bank guarantee confirmed by a Universal or Commercial Bank. | Ten percent (10%) |
| c) Surety bond callable upon demand issued by GSIS or a surety or insurance company duly certified by Insurance Commission as authorized such security. | Thirty percent (30%) |

10. The contractor must have a functional OSH policy and program as provided in pertinent rules and regulations.

11. 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 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.

12. The Authority reserves the right to accept or reject any or all Price Quotation, waive any informality or defects in the proposals received and to accept such price quotation that is most advantageous to the Philippine Ports Authority.

13. For the information, you may contact **Genesis Arn A Bool**, Head, BAC Secretariat at Telephone No. **(043) 723-7214**.

(Sgd)
JEFREN P. PANGANIBAN
Chairperson, PMOB-BAC