

REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

1. The Philippine Ports Authority – Port Management Officer of Palawan through its PMO Palawan Bids and Awards Committee (PMO-PALAWAN-BAC) will undertake procurement of Supply of labor and materials for the replacement of electric pole inside the port premises near parking shed 2, PMO Palawan in accordance with Section 53.9 Small Value Procurement of the Revised Implementing Rules and Regulations of Republic Act No. 9184.
2. Unless otherwise the Supplier has a registry file at PPA, all quotations must be accompanied with the following documents:
 1. Valid Mayor's/ Business Permit
 2. PhilGEPS Registration Certificate or Registration Number
 3. DTI/SEC Registration
 4. Certificate of Registration from BIR

Omnibus Sworn Statement (attached pro-forma) must be submitted together with the Request for Quotation.
3. All quotations may be submitted by mail, courier or hand carried on or before July 4, 2026 at the Admin. Division Office, 2/F, PPA Administration Building, Port Area, Puerto Princesa City from 8:00AM to 5:00 PM;
4. All quotations shall be inclusive of the applicable Value Added Tax (VAT) for VAT registered suppliers and shall be valid for a period of thirty (30) calendar days from the deadline of submissions of quotations;
5. Any interlineations, erasures or overwriting shall be valid if they are signed or initialled by the signatory or his/her duly authorized representative/s.;
5. The Purchase Order (PO) shall be awarded to the lowest calculated responsive bid. Delivered items are subject to inspection, with payment processing to commence only after acceptance by the end-users;
6. Delivery period shall be in accordance with the number of days specified in the Purchase Order;
7. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. The PPA may rescind the agreement once the cumulative amount of liquidated damages reached ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.

8. For further information, you may contact Ms. Mariza O. Nallana, BAC-PGS Head, Secretariat at Telefax (048) 434-4881 or Ms. Meriel S. Dolor, Procurement Officer B at Telephone No. (048)433-0356.



MR. ERWIN S. GATPANDAN

Chairperson

Bids and Awards Committee for the Procurement of Goods & Consultancy
Services and Engineering Projects (PMO-PALAWAN BAC)

PPA, PMO- Palawan

PRICE QUOTATION FORM

Date : _____

MR. ERWIN S. GATPANDAN
Chairperson
Bids and Awards Committee for the Procurement of Goods & Consultancy Services
and Engineering Projects (PMO-PALAWAN BAC)
PPA, PMO- Palawan
Port Area, Puerto Princesa City

Dear Mr. Gatpandan,

After having carefully read and accepted the attached terms and conditions in the Request for Quotation (RFQ) , we hereby submit our proposal corresponding to your requirements.

Qty	Unit	ITEMS & SPECIFICATIONS	UNIT PRICE	TOTAL
1	JOB	Supply of labor and materials for the replacement of electric pole inside the port premises near parking shed 2.		

The above quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Position/Signature of Representative

Name of Company

Company Address

Contact Number / Email Address

(If a sole proprietorship)

6. I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group (TWG) and the BAC Secretariat, or the end-user unit, and the project consultants, by consanguinity or affinity up to the third civil degree;

(If a partnership, corporation, cooperative or joint venture) :

6. None of the Officers, directors, and controlling stockholders of _____ (Name of Bidder) is related to the Head of the Procuring Entity, members of the Bids and Committee (BAC), the BAC Secretariat, the Technical working Group (TWG) or the end-user and the project consultants by consanguinity or affinity up to the third civil degree ;

7. _____ (Name of Bidder) complies with existing labor laws and standards; and

8. _____ (Name of Bidder) is aware of and has undertaken the following responsibilities as a Bidder :

- a. Carefully examine all the 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 _____ (name of project).

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2026 _____ at Puerto Princesa City, Philippines.

(Affiant/Bidder's Representative/Authorized Signatory)
SUBSCRIBED AND SWORN to before me this _____ day of _____, 2026, affiant exhibiting to me his/her Community Tax Certificate No. _____ issued on _____ at _____.

NOTARY PUBLIC
Until

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



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number13097312

Procuring EntityPHILIPPINE PORTS AUTHORITY - PMO PUERTO PRINCESA

TitleSupply of labor and materials for the replacement of electric pole inside the port premises near parking shed 2, PMO Palawan.

Area of DeliveryPalawan

Solicitation Number:	2026-0602	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 34)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Electrical Systems and Lighting Components	Date Published	01/07/2026
Approved Budget for the Contract:	PHP 53,000.00	Last Updated / Time	30/06/2026 15:28 PM
Delivery Period:	30 Day/s	Closing Date / Time	07/07/2026 01:00 AM
Client Agency:			
Contact Person:	Mariza O Nallana Head, BAC Secretariat Port Area Puerto Princesa City Palawan Philippines 5300 63-48-4330356 63-48-4344881 pmopalawanbac@gmail.com		

Description

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PPA, PMO- Palawan

Created by

Mariza O Nallana

Date Created

30/06/2026

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