

BIDS AND AWARDS COMMITTEE
For Engineering Projects

REQUEST FOR QUOTATION

The Philippine Ports Authority, Port Management Office of Masbate, through its Bids and Awards Committee for Engineering Projects, requests the following proposers:

TO SUBMIT QUOTATIONS FOR:

- I. **Name of Project: MPF-MSB-07-2025 CONVERSION OF CONTAINER VAN TO COA & FINANCE STORAGE AREA**
- II. Contract No. MSB 2508
- III. Location of Project: Port of Masbate City
- IV. Project Description: The project involves relocation of container van to proposed location, roofing works, fabrication and installation of steel matting walls and door, repair of flooring, painting works, installation of electrical lighting and fixtures, and clearing works.
- V. Deadline of Submission of Proposals: Proposals shall be submitted not later than **9:00 A.M. on July 8, 2025**, at the 2nd floor, Conference Room, Port Operations Building (POB), PMO Masbate.
- VI. Approved Budget for the Contract: **₱335,509.13**
- VII. Required PCAB Registration (Minimum): Small A- Building or Industrial Plant
- VIII. Source of Funds: PPA Corporate Operating Budget
- IX. Mode of Procurement: Small Value Procurement
- X. Nature of Evaluation Process: Single/Lowest Calculated and Responsive Quotation (S/LCRQ)
- XI. Contract Duration: 21 calendar days

The Philippine Ports Authority-Port Management Office of Masbate reserves the right to accept or reject any quotation, to annul the bidding process, and to reject all quotations at any time prior to the award of contract without thereby incurring any liability to the affected bidder or bidders.



RENE L. AGAO II
BAC Chairperson

BIDS AND AWARDS COMMITTEE
For Engineering Projects

INSTRUCTIONS TO BIDDERS

- I. Contractor-applicant shall accomplish all the Bid Forms and use separate sheet if necessary.
- II. All supporting photocopied documents shall be duly marked **“CERTIFIED TRUE COPY FROM THE ORIGINAL”** by the Authorized Managing Officer.
- III. Bids shall be submitted on or before the published deadline, otherwise it shall be marked **“LATE”** and shall not be accepted.
- IV. The First Envelope or the Technical Component of the Bid shall contain the following documents:
 1. Letter of Intent;
 2. Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
 3. Omnibus Sworn Statement by the prospective bidder or its duly authorized representative in the form prescribed by the GPPB as to the following:
 - a. It is not blacklisted or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institutions whose blacklisting rules have been recognized by the GPPB;
 - b. 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;
 - c. It is authorizing the Port Manager or his duly authorized representative/s to verify all the documents submitted;
 - d. The signatory is the authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, with the duly notarized Secretary's Certificate attesting to such fact, if the prospective bidder is a corporation, partnership or joint;
 - e. It complies with the disclosure provisions under Section 47 of the Act in relation to the other provisions of RA 3019;
 - f. It complies with existing labor laws and standards.
 - g. It 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.
 4. PhilGEPS Registration Certificate;
 5. Latest income/business tax returns
 6. Valid PCAB License for the type and cost of the contract to be bid;
- V. The Second Envelope or the Financial Component of the Bid shall contain the following documents:
 1. Bid Form in the prescribed form
 2. Bid Prices in the Bill of Quantities
 3. Detailed Estimates

4. Summary sheets of prices of construction materials, labor, and equipment used in coming up with bid.
5. Cash Flow by quarter and payment schedule
- VI. All pages of the Technical and Financial Proposals shall be chronologically paged and shall be signed by the Authorized Managing Officer.
- VII. The Technical and Financial Proposals shall be provided with "cover" and "table of contents".
- VIII. Aside from the original copies of the technical and financial bids, the bidders are required to submit six (6) photocopies of these bids properly bound and marked original or photocopy as the case may be.

Properly bound shall mean cloth-bound, hard-bound or paper-bound. Combo-bound (or ring-bound), fastener-bound or stapler-bound, or with loose page/s, shall not be accepted.

1. The original and photocopies of the Technical Proposal shall be wrapped together and marked "Technical Proposal/Bid".
2. The original and photocopies of the Financial Proposal shall be wrapped together and marked "Financial Proposal/Bid".
3. The Technical and Financial Proposals shall then be wrapped together, and the wrapper shall be marked as follows:

Name of Bidder
Bidder's Address

To the BAC Chairperson
PPA-PMO Masbate
2nd Floor, Port Operations Building,
Brgy. Bapor, Masbate City

Name of Contract to be bid: _____

DO NOT OPEN BEFORE *"the schedule time of bidding"*

- IX. Bidders or their duly authorized representatives are encouraged to attend the Opening of the Bids, the date of which is indicated in the Request for Quotation. The bidder's authorized representatives shall present an authorization from the Authorized Managing Officer.
- X. Failure to comply with any of the above requirements shall be grounds for disqualification.
- XI. Please be guided accordingly.


RENE L. AGAO II
BAC Chairperson

Date: _____

The Port Manager
PPA-PMO Masbate
2nd Floor, Port Operations Building,
Brgy. Bapor, Masbate City, Masbate

Attention: **The Chairperson**
Bids and Awards Committee

Sir:

In accordance with your request for quotation for the project, **MPF-MSB-07-2025 CONVERSION OF CONTAINER VAN TO COA & FINANCE STORAGE AREA (CONTRACT NO. MSB 2508)** and subject to all the condition hereof, We/I propose to accomplish all the necessary works and all necessary plant/equipment, tools, appliances, consumable stores, fuel, labor, and materials, to complete the works at our/my own expense at the following prices in Philippine Currency:

BILL NO.	DESCRIPTION OF WORKS	BID AMOUNT (Php)
I	CONVERSION OF CONTAINER VAN TO COA & FINANCE STORAGE AREA	
1.01	RELOCATION OF CONTAINER VAN FROM EXISTING LOCATION TO PROPOSED LOCATION AND INSTALLATION OF CONCRETE PAVING BLOCKS FOOTING	
1.02	ROOFING WORKS	
1.03	FABRICATION AND INSTALLATION OF STEEL MATT WALL, STEEL MATTING DOOR AND REPAIR OF FLOORING	
1.04	PAINTING WORKS	
1.05	INSTALLATION OF ELECTRICAL LIGHTING AND FIXTURES	
1.06	CLEARING WORKS	
TOTAL ESTIMATED COST (Including VAT)		
AMOUNT IN WORDS:		

Note: Total amount in accordance with prices quoted in the Bill of Quantities

1. Quantities are approximate only and are to be used for comparison of bids. Actual quantities will be as needed in the field and as ordered by the Engineer.

2. Contractors' quotations shall be inclusive of required taxes.
3. All pages of the proposal should be signed by the bidder.
4. Erasures or corrections in the proposal should be initialed by the bidder's authorized signatory.

We/I make this proposal with adequate knowledge of the kind, quantity and quality of the materials, services and scope of the work required. If our proposal is accepted, we/I will, after receiving the Notice of Award, enter into Contract within seven (7) days from receipt of such Notice of Award.

We/I shall commence works within seven (7) calendar days from the issuance of the Notice to Proceed and complete the works in accordance with the plans and technical specifications within Twenty-One (21) calendar days.

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

Enclosed herewith are the detailed estimates and computations of the cost of all items of work enumerated above.

All provisions contained in the contract affected by the acceptance of this Proposal shall extend to and be binding upon the successors of the parties hereto.

Very truly yours,

(Signature of the Authorized Signing Official)

Business Name : _____

Address : _____

Full Name of Authorized Signing Official : _____

Position of the Authorized Signing Official : _____

BILL OF QUANTITIES

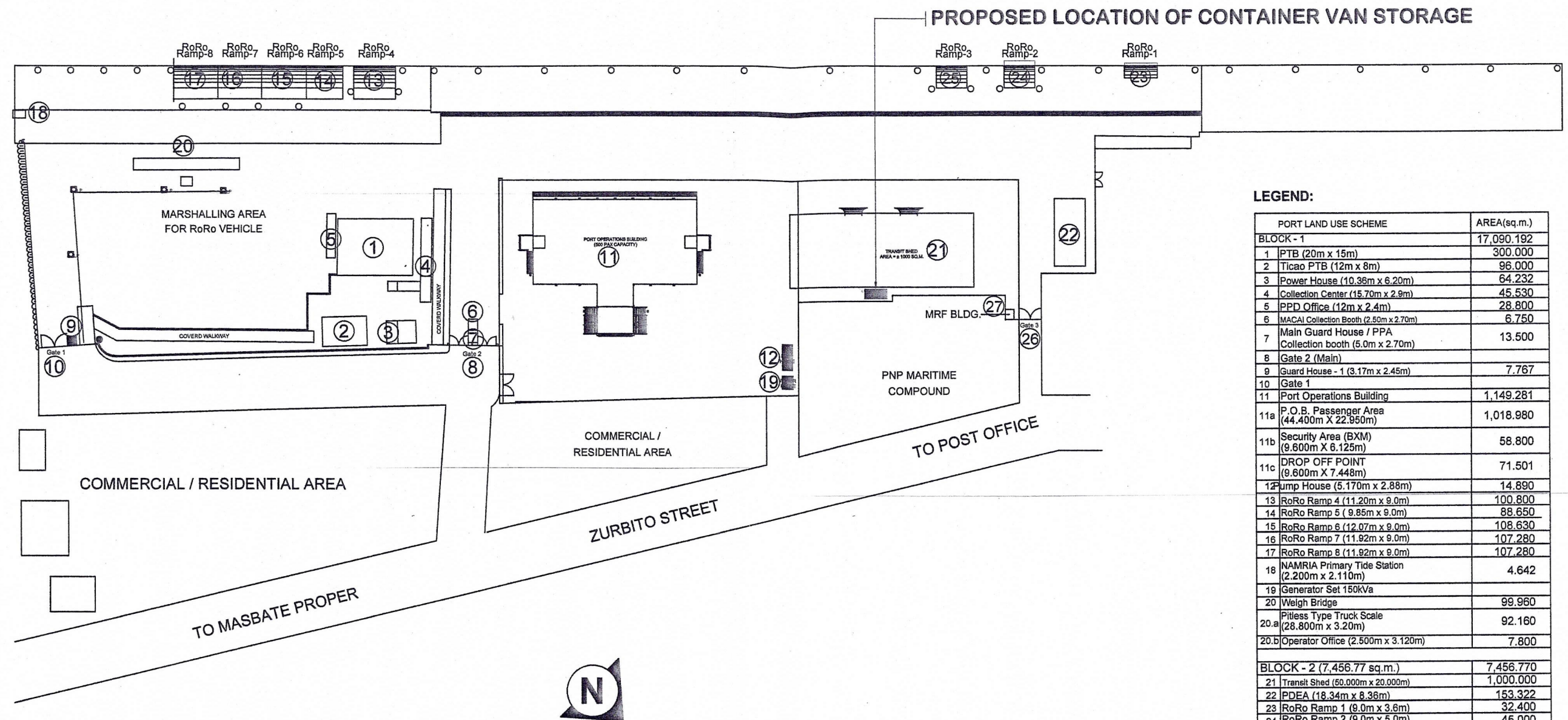
Name of Project: MPF-MSB-07-2025 Conversion of Container Van to COA & Finance Storage Area, Port of
Masbate City, Masbate
(CONTRACT NO. MSB 2508)

ITEM NO.	DESCRIPTION OF WORKS	UNIT	QUANTITY	UNIT PRICE	AMOUNT
I	CONVERSION OF CONTAINER VAN TO COA & FINANCE STORAGE AREA				
1.01	Relocation of container van from existing location to proposed location and installation of Concrete Paving Blocks Footing	lot	1.00		
1.02	Roofing Works	lot	1.00		
1.03	Fabrication and Installation of Steel Matt Wall, Steel Matting Door and Repair of Flooring	lot	1.00		
1.04	Painting Works	lot	1.00		
1.05	Installation of Electrical lighting and fixtures	lot	1.00		
1.06	Clearing Works	lot	1.00		
TOTAL					
Amount in Words:					

Submitted by:

Name and Signature of Authorized Representative
Position
Name of Bidder
Date

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:
:
:

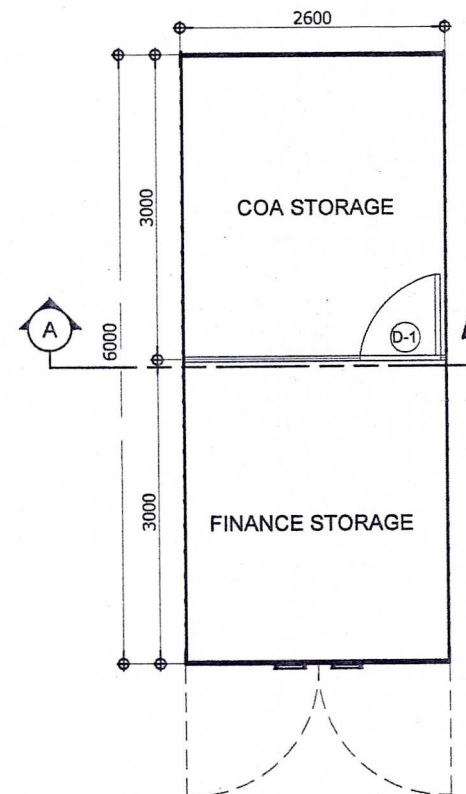


LEGEND:

PORT LAND USE SCHEME	AREA(sq.m.)
BLOCK - 1	17,090,192
1 PTB (20m x 15m)	300.000
2 Ticao PTB (12m x 8m)	96.000
3 Power House (10.38m x 6.20m)	64.232
4 Collection Center (15.70m x 2.9m)	45.530
5 PPD Office (12m x 2.4m)	28.800
6 MACAI Collection Booth (2.50m x 2.70m)	6.750
7 Main Guard House / PPA Collection booth (5.0m x 2.70m)	13.500
8 Gate 2 (Main)	
9 Guard House - 1 (3.17m x 2.45m)	7.767
10 Gate 1	
11 Port Operations Building	1,149.281
11a P.O.B. Passenger Area (44.400m X 22.950m)	1,018.980
11b Security Area (BXM) (9.600m X 8.125m)	58.800
11c DROP OFF POINT (9.600m X 7.448m)	71.501
12 Pump House (5.170m x 2.88m)	14.890
13 RoRo Ramp 4 (11.20m x 9.0m)	100.800
14 RoRo Ramp 5 (9.85m x 9.0m)	88.650
15 RoRo Ramp 6 (12.07m x 9.0m)	108.630
16 RoRo Ramp 7 (11.92m x 9.0m)	107.280
17 RoRo Ramp 8 (11.92m x 9.0m)	107.280
18 NAMRIA Primary Tide Station (2.200m x 2.110m)	4.642
19 Generator Set 150kVa	
20 Weigh Bridge	99.960
20.a Pitless Type Truck Scale (28.800m x 3.20m)	92.160
20.b Operator Office (2.500m x 3.120m)	7.800
BLOCK - 2 (7,456.77 sq.m.)	7,456.770
21 Transit Shed (50.000m x 20.000m)	1,000.000
22 PDEA (18.34m x 8.38m)	153.322
23 RoRo Ramp 1 (9.0m x 3.6m)	32.400
24 RoRo Ramp 2 (9.0m x 5.0m)	45.000
25 RoRo Ramp 3 (9.0m x 5.0m)	45.000
26 Gate 3	
27 Gregg Shore Reception Facility Service Provider (4.7m x3.6m)	16.920

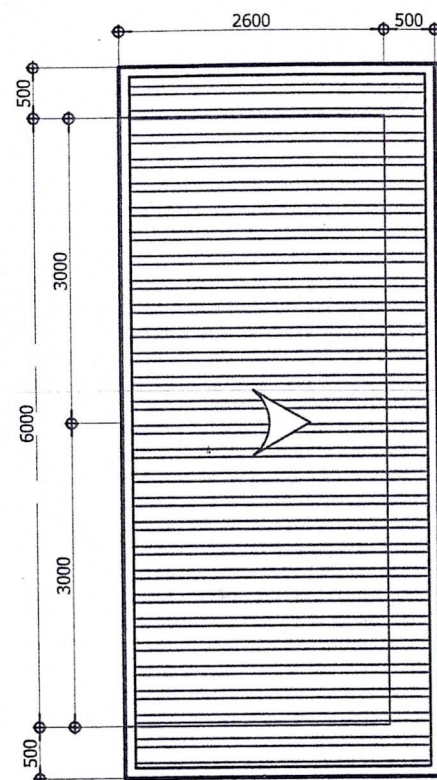
PORT LAYOUT PLAN PORT OF MASBATE CITY

PHILIPPINE PORTS AUTHORITY	PORT MANAGEMENT OFFICE OF MASBATE Masbate City	PROJECT TITLE:	PREPARED BY:	CHECKED/REVIEWED BY:	APPROVED:	SHEET NO.:
		MPF-MSB-07-2025 –CONVERSION OF CONTAINER VAN TO COA & FINANCE STORAGE AREA	<i>Josienour L. Cornal</i> JOSIENOUR L. CORNAL Architect I	<i>Nelson Y. Caabay, Jr.</i> NELSON Y. CAABAY, JR. Division Manager A. ESD	<i>Oliver S. Rodulfo, Jr.</i> OLIVER S. RODULFO, JR. Port Manager	1 3
		LOCATION: Port of Masbate City, Masbate				



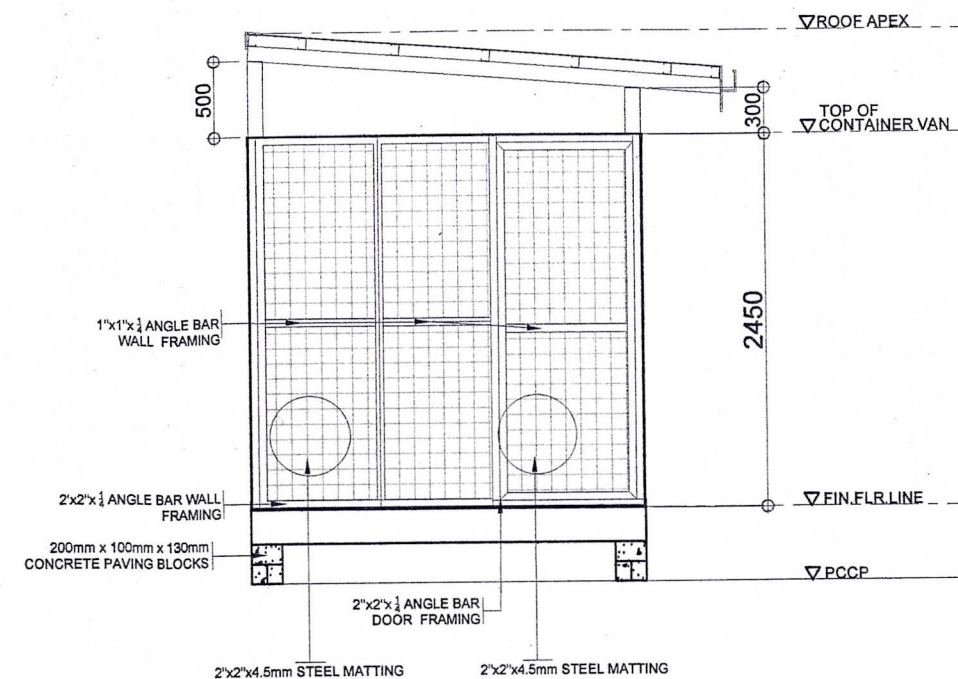
FLOOR PLAN

SCALE: 1:75 M



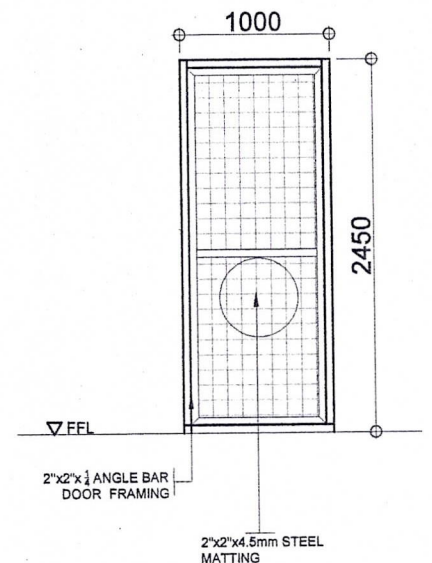
ROOF PLAN

SCALE: 1:75 M



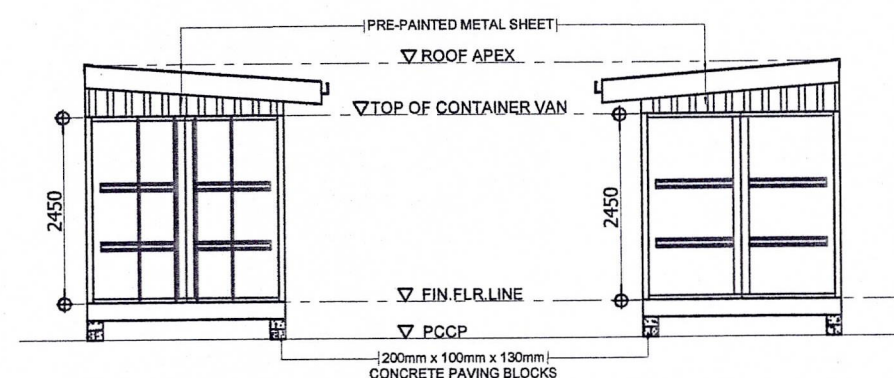
SECTION THRU A

SCALE: 1:50 M



RIGHT SIDE ELEVATION

SCALE: 1:100 M

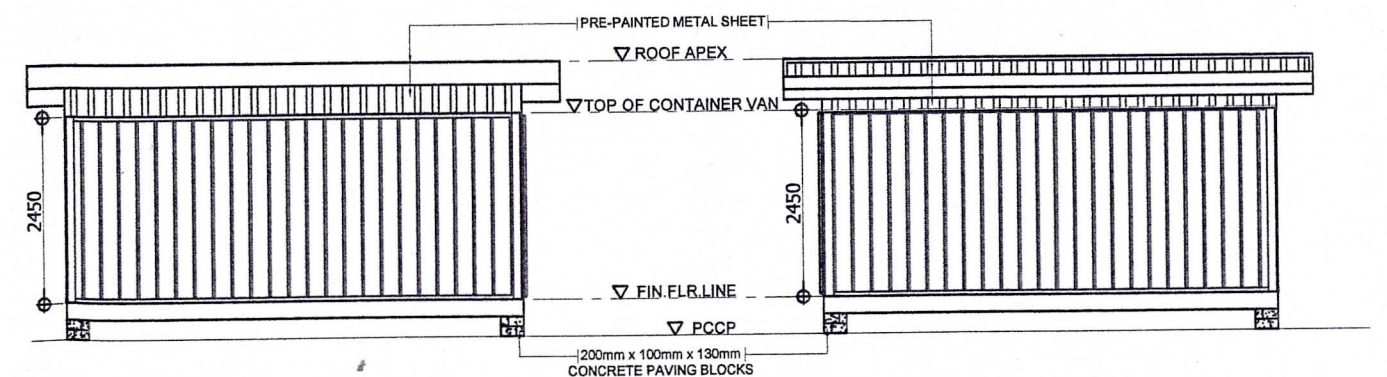


FRONT ELEVATION

SCALE: 1:100 M

REAR ELEVATION

SCALE: 1:100 M



LEFT SIDE ELEVATION

SCALE: 1:100 M

NOTES:

- SUBJECT FOR REPAINTING
- FLOORING TO BE REPAIRED
- ELECTRICAL FIXTURES TO BE PROVIDED
- EXHAUST FAN WITH AUTOMATIC SHUTTER LOUVERS TO BE PROVIDED
- CONCRETE PAVING BLOCKS TO BE PROVIDED BY PPA



PORT MANAGEMENT
OFFICE OF MASBATE
Masbate City

PROJECT TITLE:

**MPF-MSB-07-2025 –CONVERSION OF
CONTAINER VAN TO COA & FINANCE
STORAGE AREA**

LOCATION: Port of Masbate City, Masbate

PREPARED BY:

Josienuor L. Cornal
JOSIENUOR L. CORNAL
Architect I

CHECKED/REVIEWED BY:

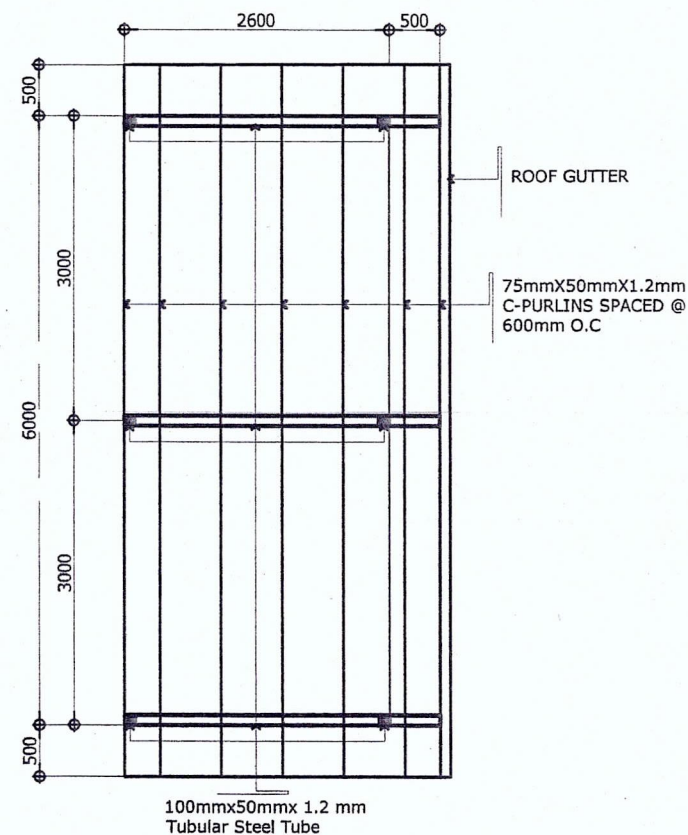
Nelson Y. Caabay, Jr.
NELSON Y. CAABAY, JR.
Division Manager A. ESD

APPROVED:

Oliver S. Rodulfo, Jr.
OLIVER S. RODULFO, JR.
Port Manager

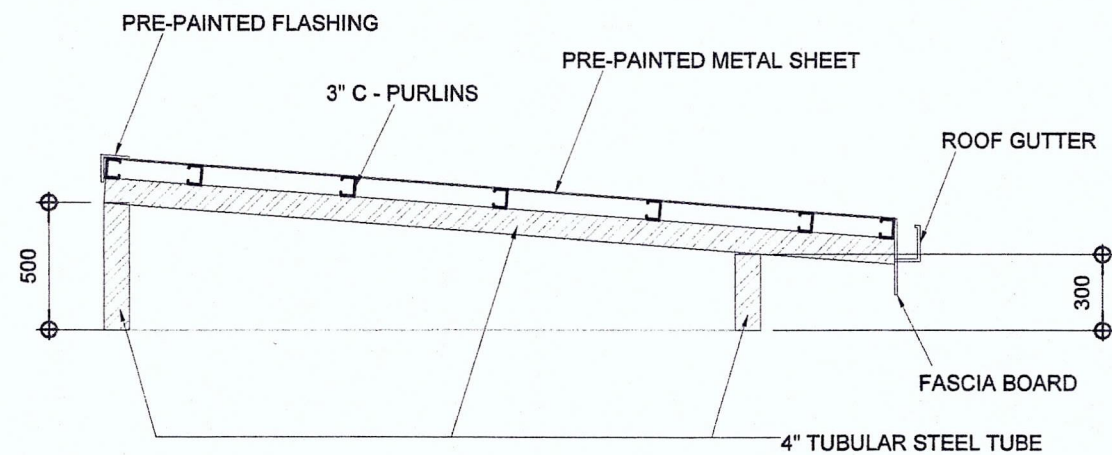
SHEET NO.:

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3**



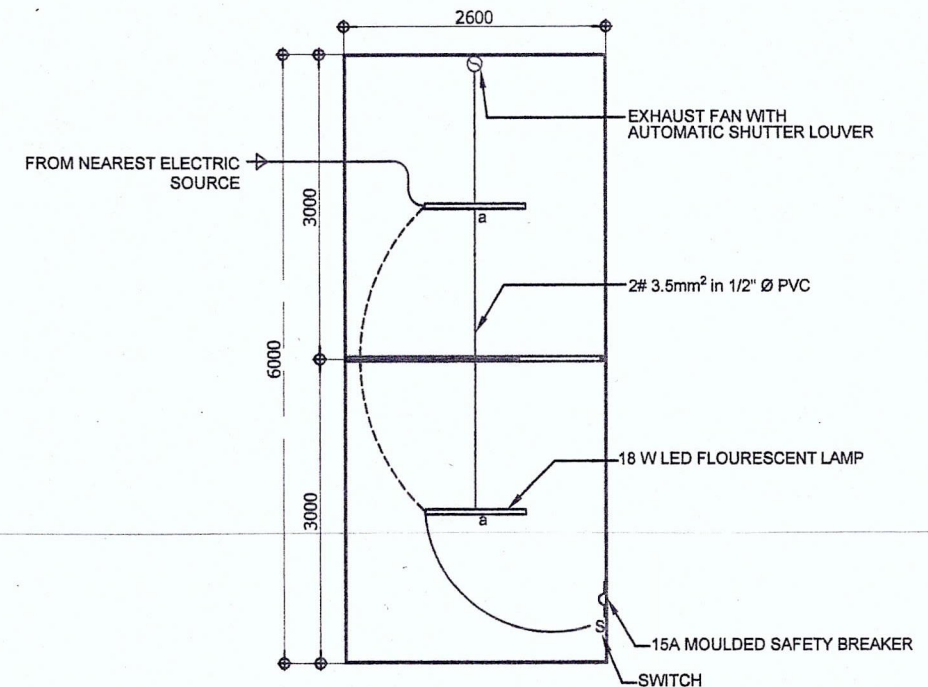
ROOF FRAMING PLAN

SCALE: 1:75 M



RAFTER DETAILS

SCALE: 1:30 M



ELECTRICAL LAYOUT

SCALE: 1:75 M



PORT MANAGEMENT
OFFICE OF MASBATE
Masbate City

PROJECT TITLE:

**MPF-MSB-07-2025 –CONVERSION OF
CONTAINER VAN TO COA & FINANCE
STORAGE AREA**

LOCATION: Port of Masbate City, Masbate

PREPARED BY:

JOSIENOUR L. CORNAL

Architect I

CHECKED/REVIEWED BY:

NELSON Y. CAABAY, JR.

Division Manager A. ESD

APPROVED:

OLIVER S. RODULFO, JR.

Port Manager

SHEET NO.:

**3
3**