

BIDS AND AWARDS COMMITTEE
For Engineering Projects

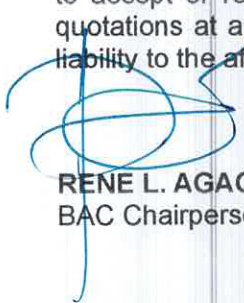
REQUEST FOR QUOTATION

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-03-2025 MAINTENANCE/CONVERSION OF OLD PASSENGER SHED TO STAFF HOUSE**
- II. Contract No. MSB 2504
- III. Location of Project: Port of Masbate City
- IV. Project Description: The project involves the demolish and removal works, masonry works, finishing works, doors and windows, plumbing works, electrical works, and clearing & disposal 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: **₱977,984.44**
- 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: 60 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-03-2025 MAINTENANCE/CONVERSION OF OLD PASSENGER SHED TO STAFF HOUSE (CONTRACT NO. MSB 2504)** 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	DEMOLISH AND REMOVAL WORKS	
1.01	Removal of Temporary Wall and Ceiling	
II	MASONRY WORKS	
2.01	6" CHB Laying and Plastering of Perimeter Wall	
III	FINISHING WORKS	
3.01	Ceiling Works	
3.02	Supply and Install Dry Wall	
3.03	Painting of Walls and Ceiling, including Door Panel and Door Jamb	
3.04	Supply and Install of Flooring Tiles and Kitchen Counter Tiles	
IV	DOOR AND WINDOWS	
4.01	Supply and Install of Wooden Door Jamb, Door Panel, and Sliding Window	
V	PLUMBING WORKS	
5.01	Supply and Install Water Line, Kitchen Sink, and Accessories	
VI	ELECTRICAL WORKS	
6.01	Supply and Install Electrical Lights, Circuit Breaker, Panelboard, Conduit, and accessories including wirings	

VII	CLEARING AND DISPOSAL WORKS	
7.01	Removed and Disposed of Construction Debris	
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 Sixty (60) 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

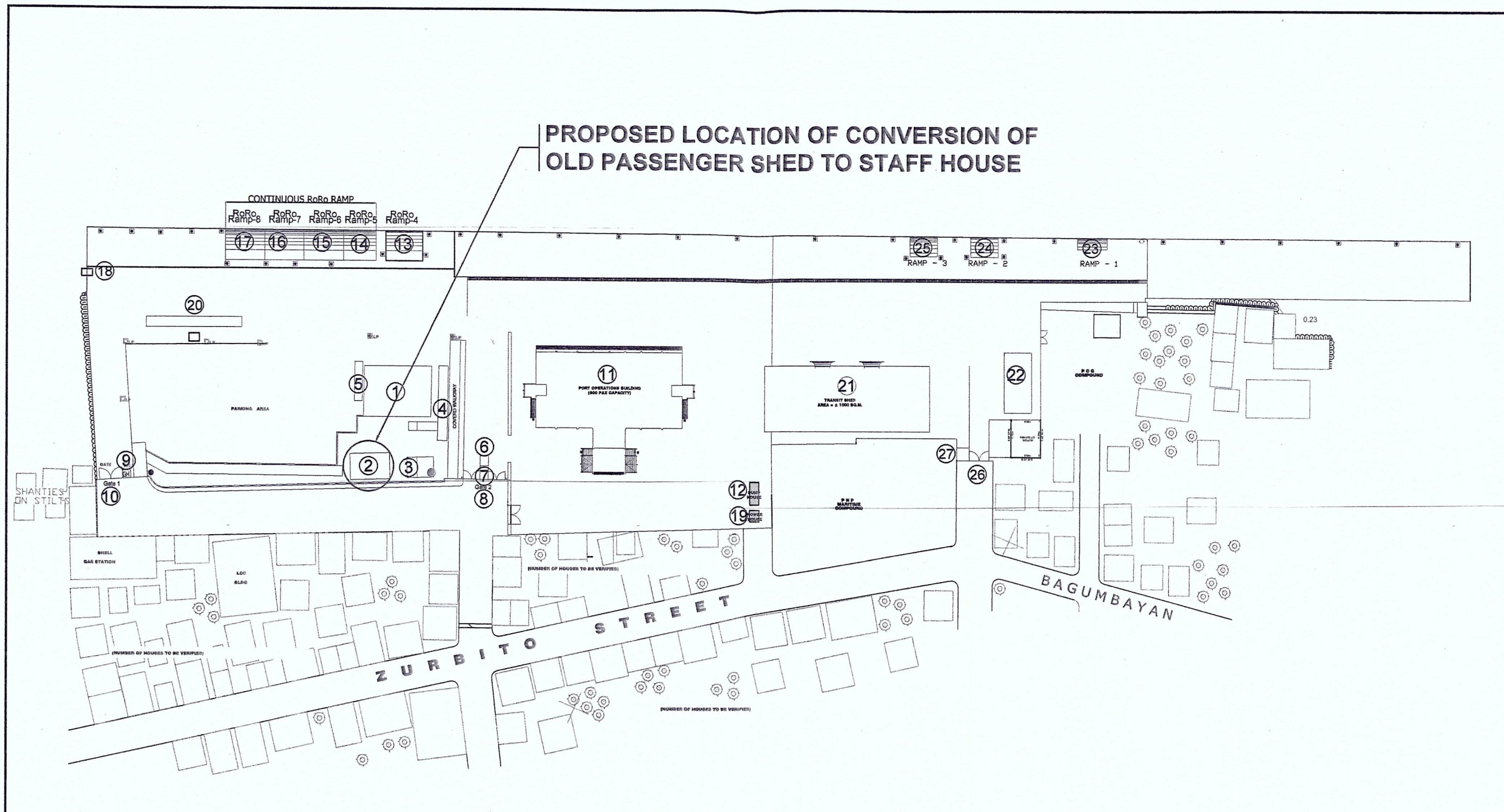
Name of Project: MPF-MSB-03-2025 Maintenance/Conversion of Old Passenger Shed to Staff House, Port of
Masbate City, Masbate
(CONTRACT NO. MSB 2504)

ITEM NO.	DESCRIPTION OF WORKS	UNIT	QUANTITY	UNIT PRICE	AMOUNT
I	DEMOLISH AND REMOVAL WORKS				
1.01	Removal of Temporary Wall and Ceiling	lot	1.00		
II	MASONRY WORKS				
2.01	6" CHB Laying and Plastering of Perimeter Wall	lot	1.00		
III	FINISHING WORKS				
3.01	Ceiling Works	lot	1.00		
3.02	Supply and Install Dry Wall	lot	1.00		
3.03	Painting of Walls and Ceiling, including Door Panel and Door Jamb	lot	1.00		
3.04	Supply and Install of Flooring Tiles and Kitchen Counter Tiles	lot	1.00		
IV	DOOR AND WINDOWS				
4.01	Supply and Install of Wooden Door Jamb, Door Panel, and Sliding Window	lot	1.00		
V	PLUMBING WORKS				
5.01	Supply and Install Water Line, Kitchen Sink, and Accessories	lot	1.00		
VI	ELECTRICAL WORKS				
6.01	Supply and Install Electrical Lights, Circuit Breaker, Panelboard, Conduit, and accessories including wirings	lot	1.00		
VII	CLEARING AND DISPOSAL WORKS				
7.01	Removed and Disposed of Construction Debris	lot	1.00		
TOTAL					
Amount in Words:					

Submitted by:

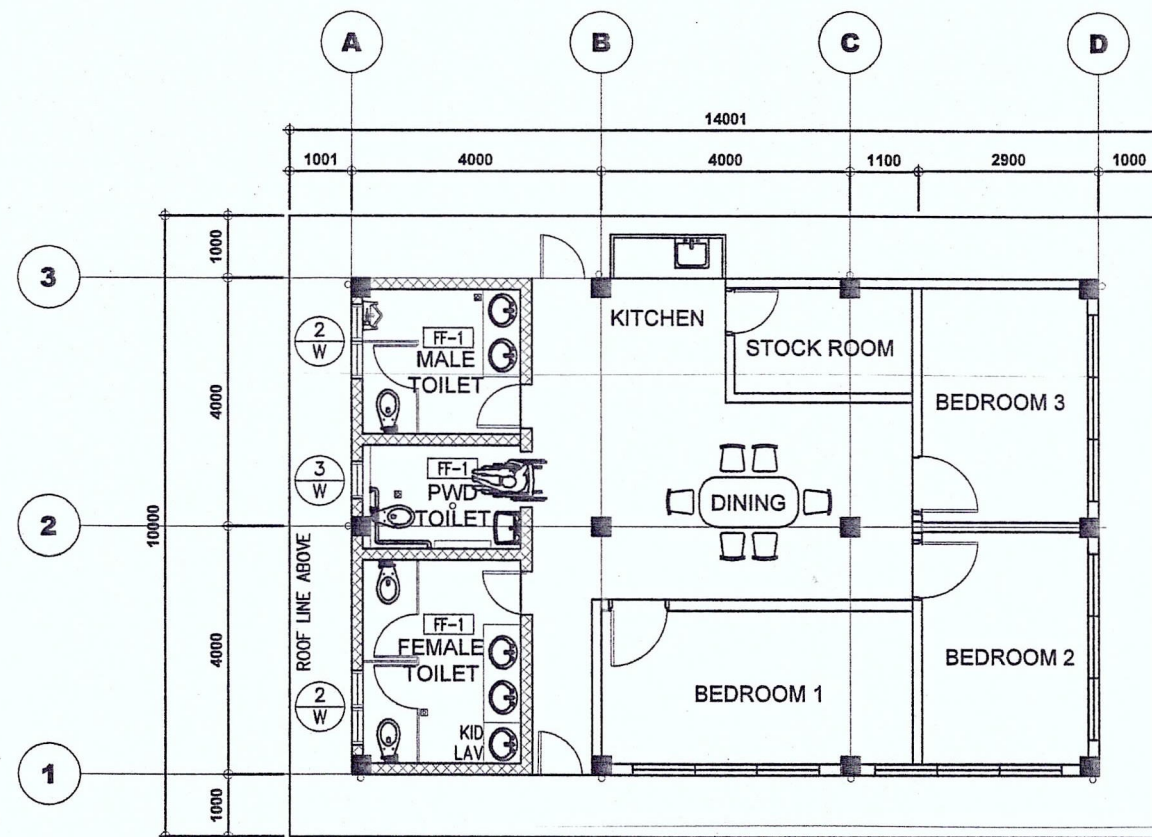
Name and Signature of Authorized Representative
Position
Name of Bidder
Date

:
:
:
:



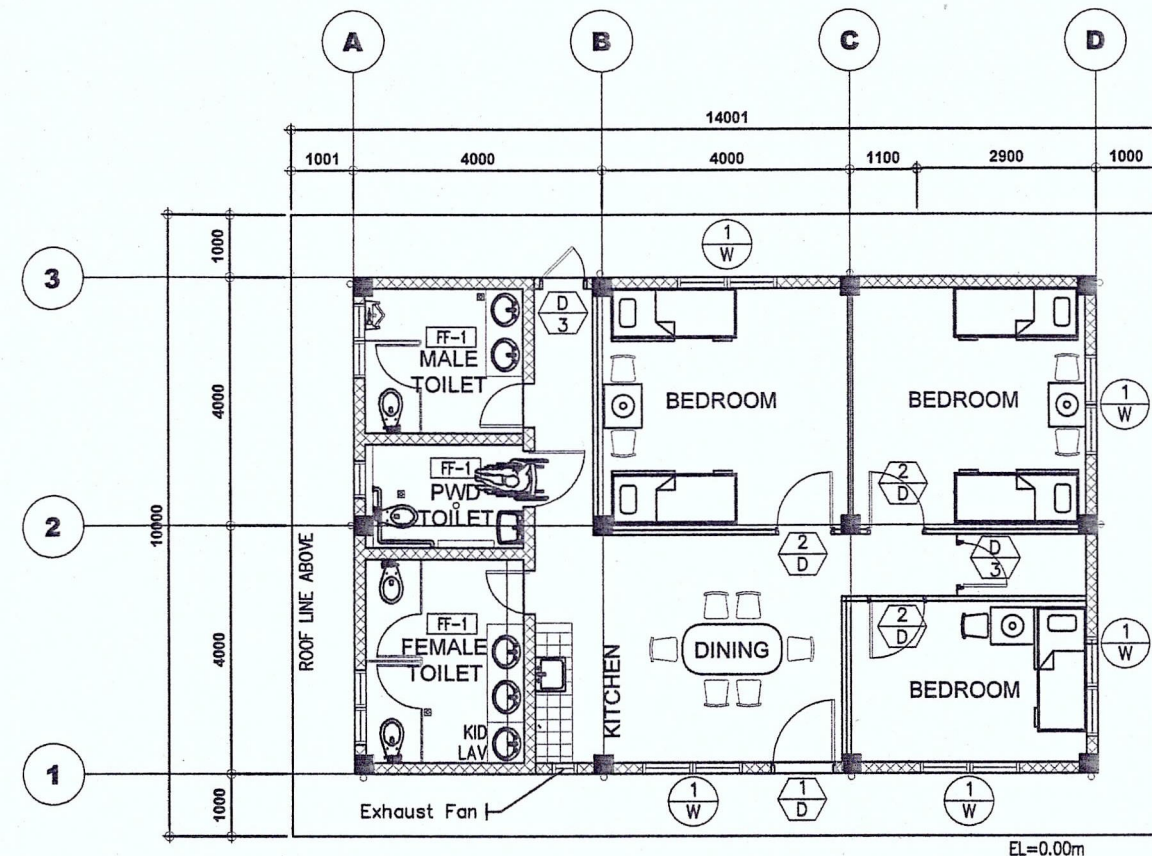
PORT LAYOUT PLAN
PORT OF MASBATE CITY

	PORT MANAGEMENT OFFICE OF MASBATE Masbate City	PROJECT TITLE:	PREPARED BY:	CHECKED/REVIEWED BY:	APPROVED:	SHEET NO.:
		MPF-MSB-03-2025 MAINTENANCE/CONVERSION OF OLD PASSENGER SHED TO STAFF HOUSE	 ANTONIO O. BUNAN Construction Foreman A	 NELSON Y. CAABAY, JR. Division Manager A, ESD	 OLIVER S. RODULFO, JR. Port Manager	1 7
		LOCATION: Port of Masbate City, Masbate				

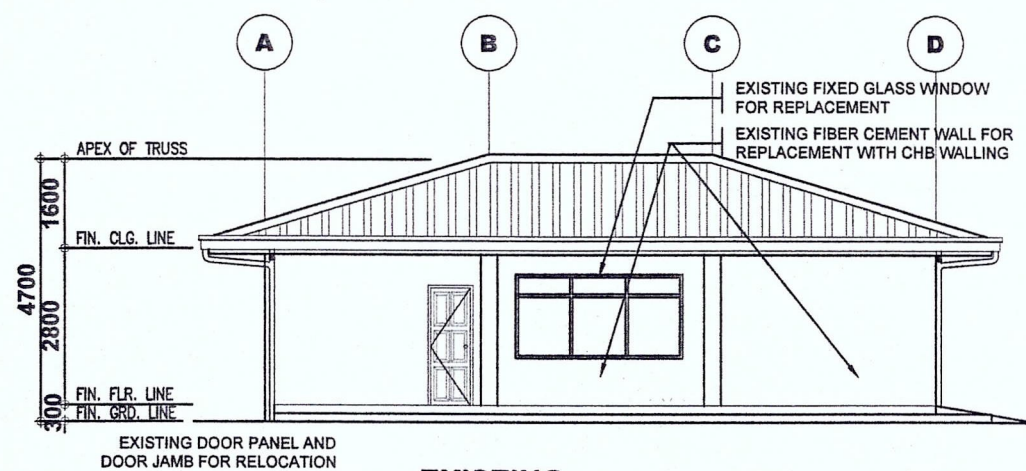


EXISTING FLOOR PLAN
SCALE 1:100M

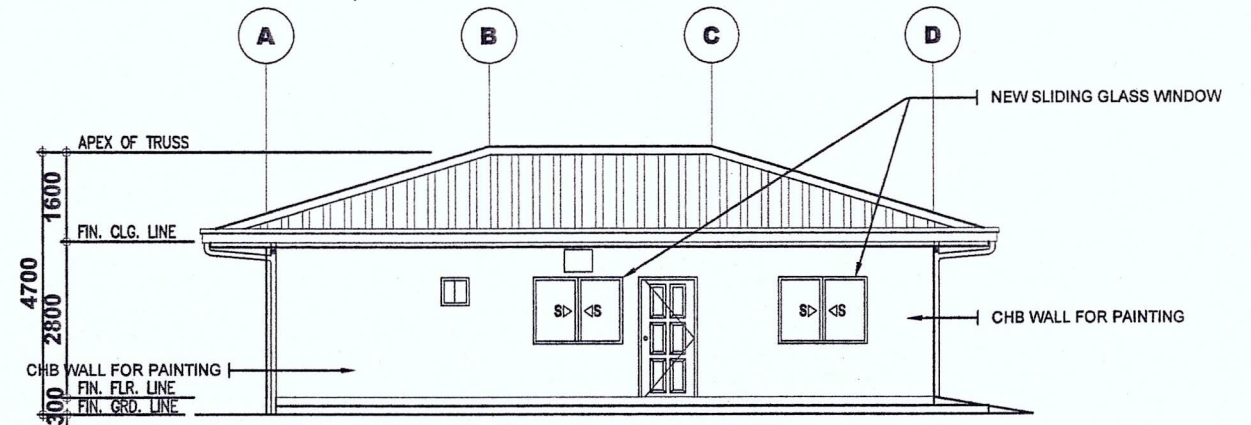
NOTE :
TEMPORARY WALL PARTITION
FOR DEMOLITION



PROPOSED FLOOR PLAN
SCALE 1:100M



EXISTING FRONT VIEW
SCALE 1:100M



PROPOSED FRONT VIEW
SCALE 1:100M



PORT MANAGEMENT
OFFICE OF MASBATE
Masbate City

PROJECT TITLE:
MPF-MSB-03-2025
MAINTENANCE/CONVERSION OF OLD
PASSENGER SHED TO STAFF HOUSE

LOCATION: Port of Masbate City, Masbate

PREPARED BY:

ANTONIO O. BUNAN
Construction Foreman A

CHECKED/REVIEWED BY:

NELSON Y. CAABAY, JR.
Division Manager A, ESD

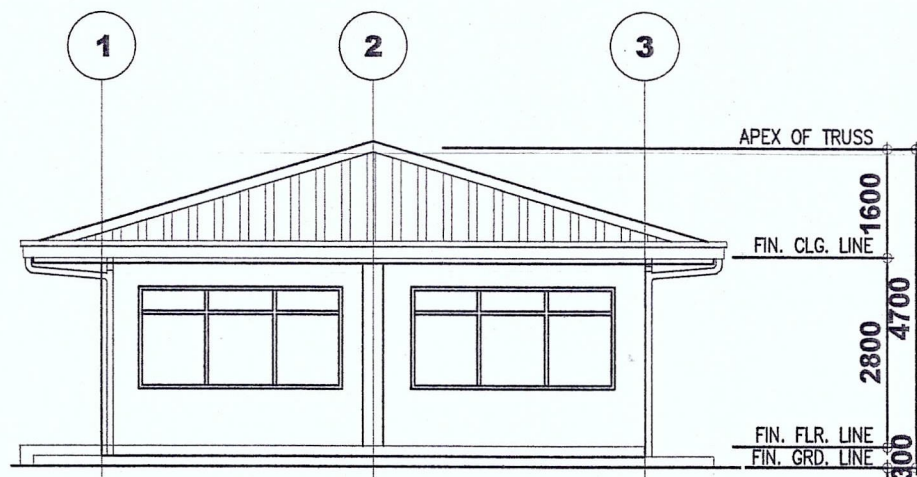
APPROVED:

OLIVER S. RODULFO, JR.
Port Manager

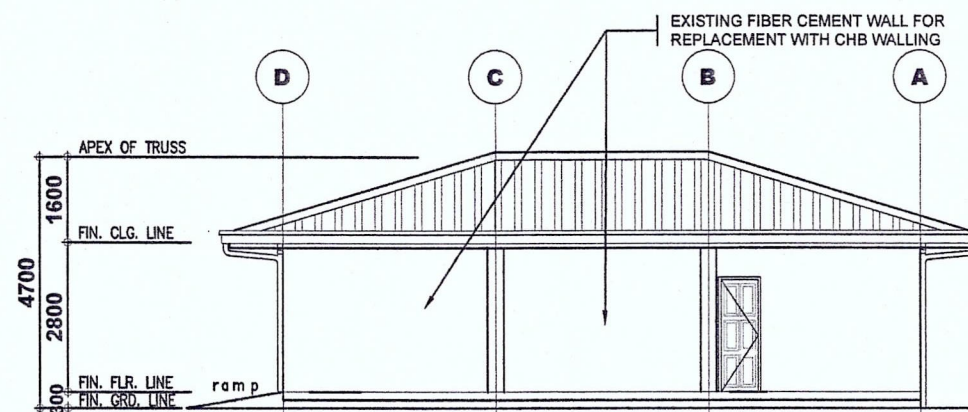
SHEET NO.:

2
7

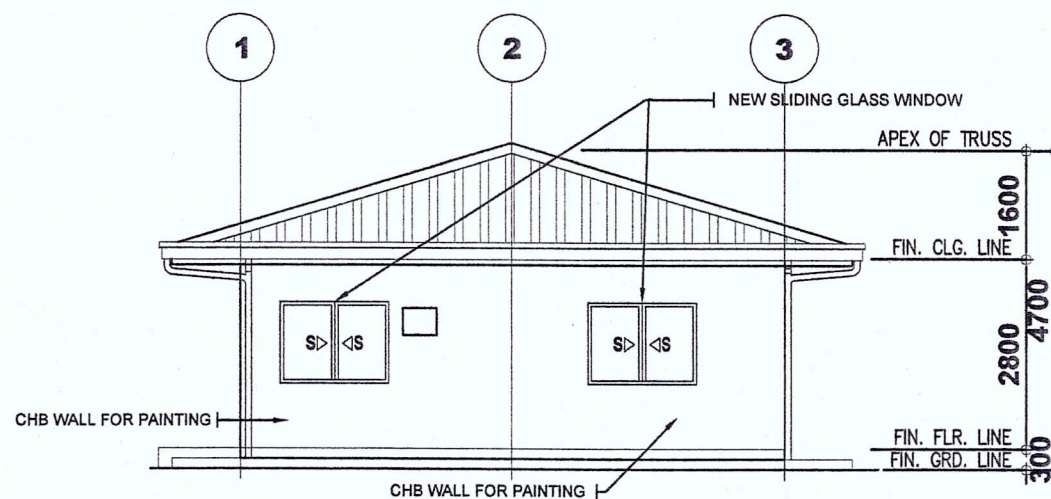
NOTE:
 EXISTING FIBER CEMENT BOARD WALL
 FOR REPLACEMENT WITH CHB
 WALLING.
 EXISTING FIXED GLASS WINDOW FOR
 REPLACEMENT.



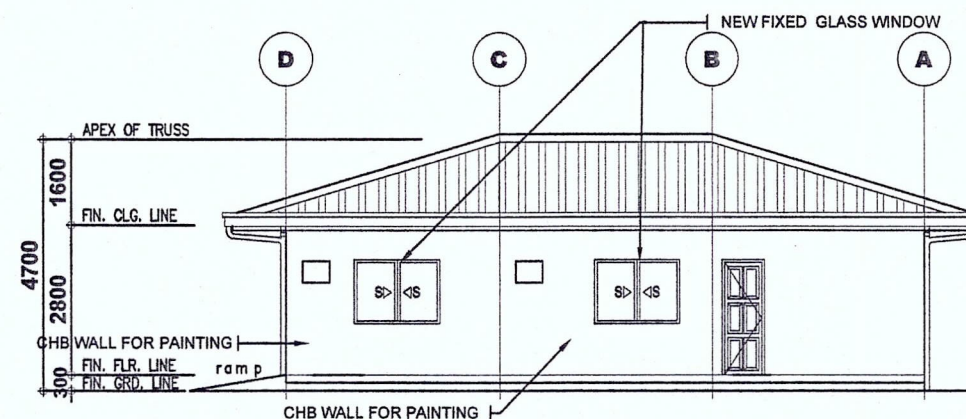
EXISTING
 RIGHT SIDE VIEW
 SCALE 1:80M



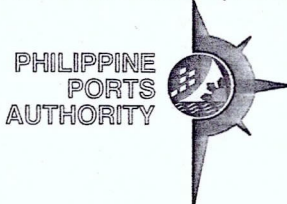
EXISTING
 REAR VIEW
 SCALE 1:100M



PROPOSED
 RIGHT SIDE VIEW
 SCALE 1:80M



PROPOSED
 REAR VIEW
 SCALE 1:100M

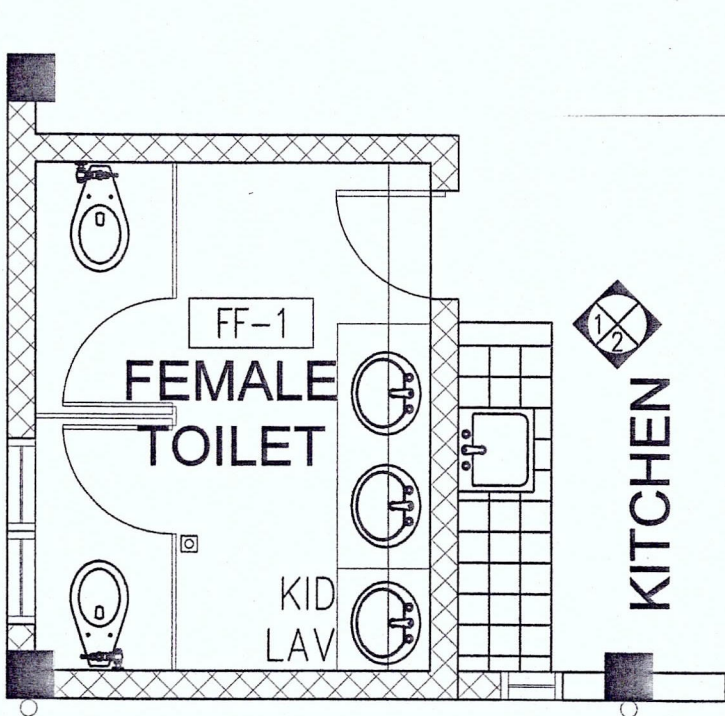
	PORT MANAGEMENT OFFICE OF MASBATE Masbate City	PROJECT TITLE:	PREPARED BY:	CHECKED/REVIEWED BY:	APPROVED:	SHEET NO.:
		MPF-MSB-03-2025 MAINTENANCE/CONVERSION OF OLD PASSENGER SHED TO STAFF HOUSE	ANTONIO O. BUNAN	NELSON CAABAY, JR.	OLIVER S. RODULFO, JR.	3
		LOCATION: Port of Masbate City, Masbate	Construction Foreman A	Division Manager A, ESD	Port Manager	7

SCHEDULE OF FINISHES

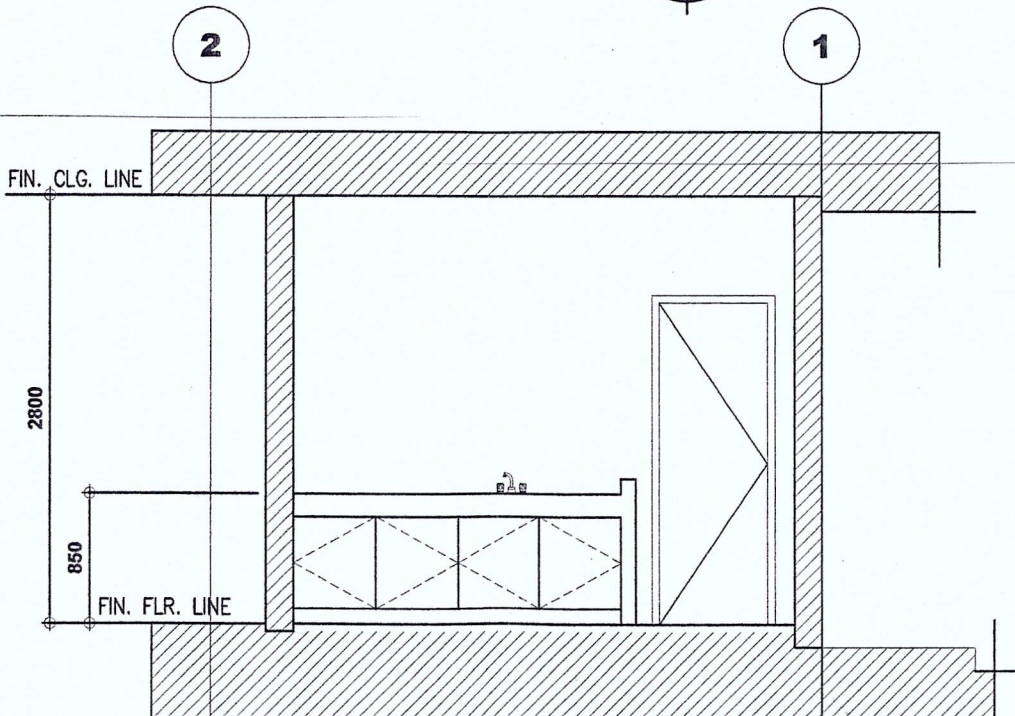
FLOOR FINISH:	
FF-1	600mmx600mm CERAMIC TILES FINISH BEDROOMS, HALLWAY, AND DINING
WALL FINISH:	
WF-1	SMOOTH CEMENT WALL FACING FINISH LATEX PAINT FINISH
WF-2	10mm GYPSUM BOARD, METAL STUD ROOM PARTITION FINISH, PAINT FINISH

	1000	900	700	1600
	2100	2100	2100	1200 900
NAME	D 1	D 2	D 3	W 1
DESCRIPTION	PANEL DOOR AND DOOR JAMB W/ COMPLETE ACCESORIES			1.50mm THK ALUMINUM FRAMED POWDER COATED SLIDING WINDOW, 8mmTHK TEMPERED GLASS
QUANTITY	ONE (1) SET/S	TWO (3) SET/S	TWO (1) SET/S	TWO (6) SET/S

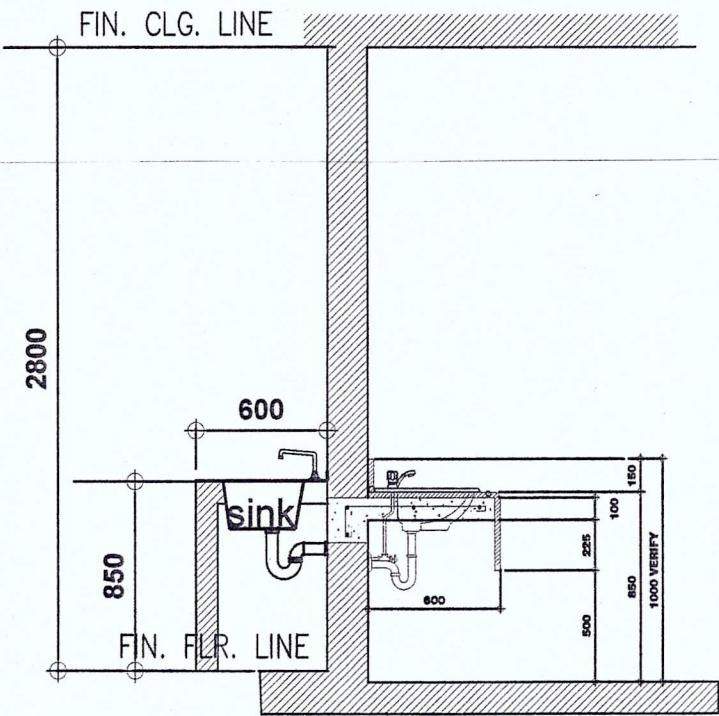
DOOR & WINDOW SCHED.
SCALE NTS



PLAN
SCALE NTS



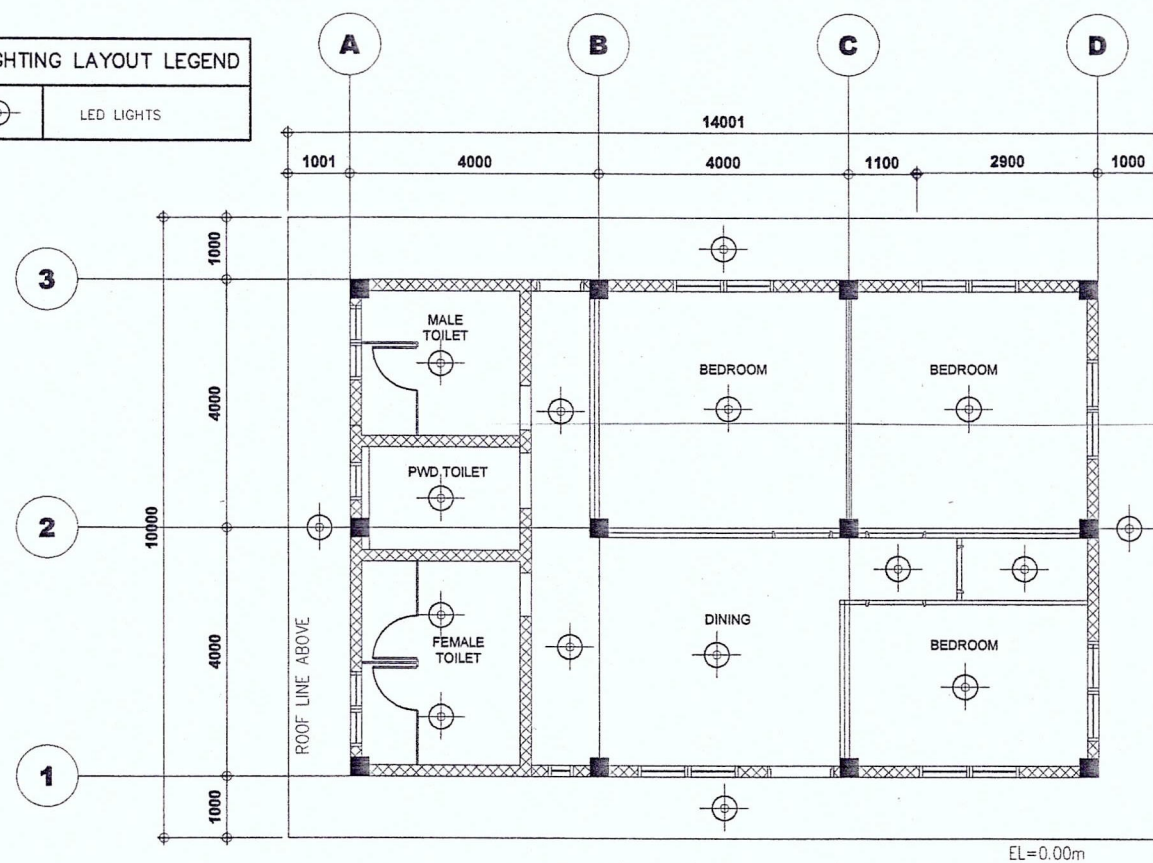
SECTION AT '1'
SCALE NTS



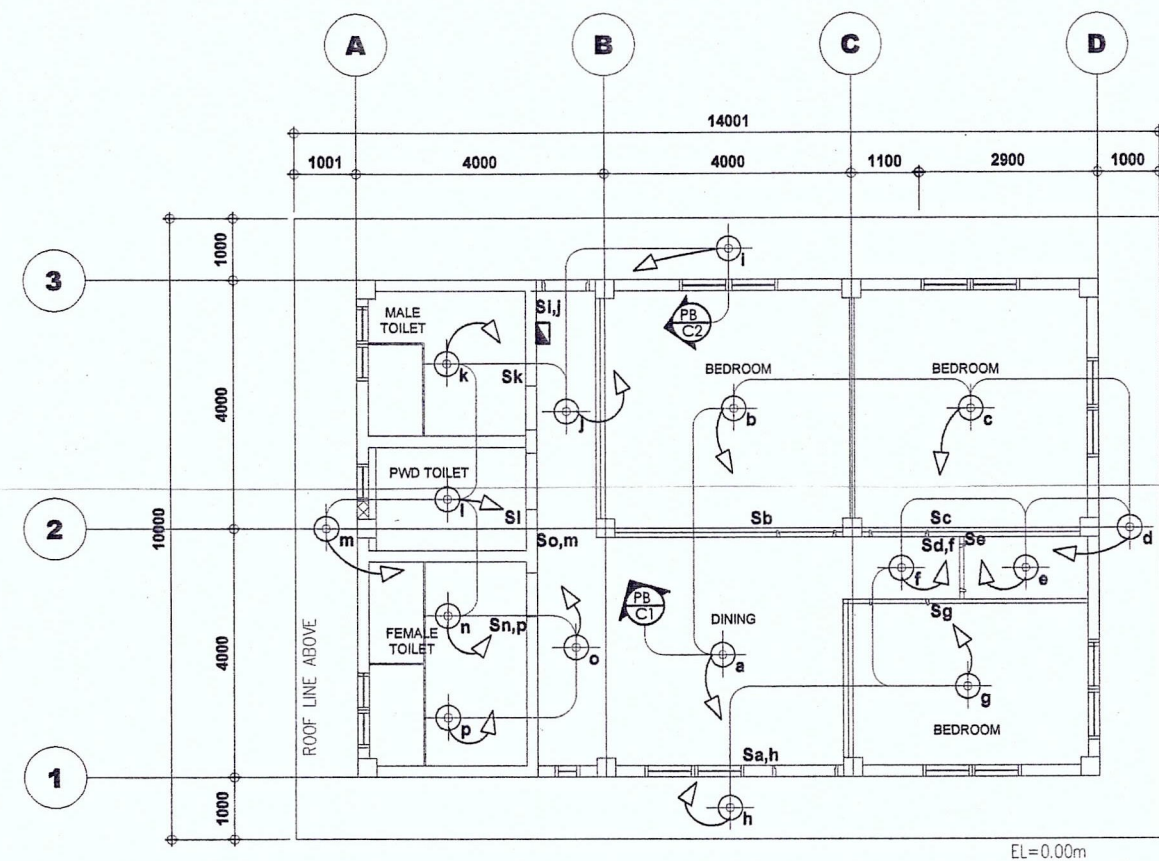
SECTION AT '1'
SCALE NTS

	PORT MANAGEMENT OFFICE OF MASBATE Masbate City	PROJECT TITLE:	PREPARED BY:	CHECKED/REVIEWED BY:	APPROVED:	SHEET NO.: 4 7
		MPF-MSB-03-2025 MAINTENANCE/CONVERSION OF OLD PASSENGER SHED TO STAFF HOUSE	 ANTONIO O. BUNAN	 NELSON Y. CAABAY, JR.	 OLIVER S. RODULFO, JR.	
		LOCATION: Port of Masbate City, Masbate	Construction Foreman A	Division Manager A, ESD	Port Manager	

LIGHTING LAYOUT LEGEND	
	LED LIGHTS



REFLECTED CEILING PLAN
SCALE 1:100M



LIGHTING LAYOUT
SCALE 1:100M



PORT MANAGEMENT
OFFICE OF MASBATE
Masbate City

PROJECT TITLE:

**MPF-MSB-03-2025
MAINTENANCE/CONVERSION OF OLD
PASSENGER SHED TO STAFF HOUSE**

LOCATION: Port of Masbate City, Masbate

PREPARED BY:

ANTONIO O. BUNAN

Construction Foreman A

CHECKED/REVIEWED BY:

NELSON Y. CAABAY, JR.

Division Manager A, ESD

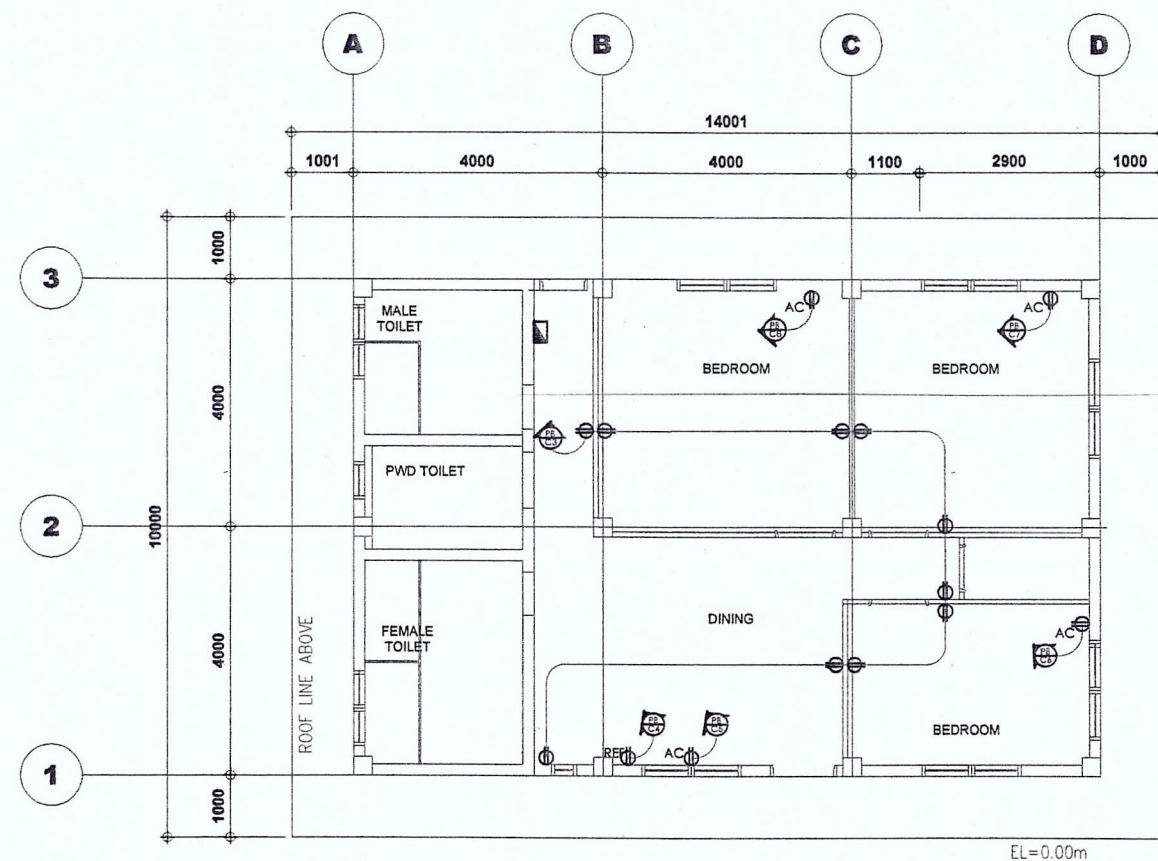
APPROVED:

OLIVER S. RODULFO, JR.

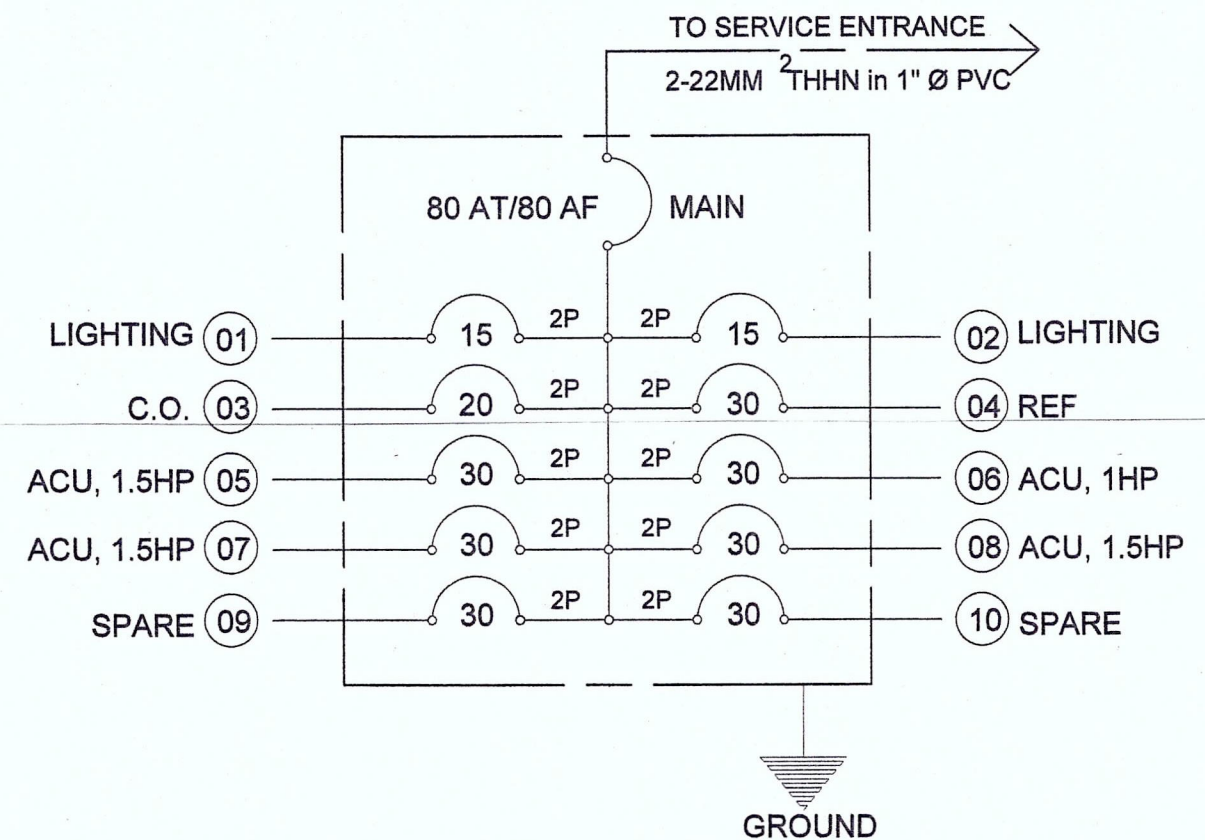
Port Manager

SHEET NO.:

5
7



POWER LAYOUT
SCALE 1:100M



SINGLE LINE DIAGRAM
SCALE: NTS

	PORT MANAGEMENT OFFICE OF MASBATE Masbate City	PROJECT TITLE:	PREPARED BY:	CHECKED/REVIEWED BY:	APPROVED:	SHEET NO.:
		MPF-MSB-03-2025 MAINTENANCE/CONVERSION OF OLD PASSENGER SHED TO STAFF HOUSE	 ANTONIO O. BUNAN	 NELSON Y. CAABAY, JR.	 OLIVER S. RODULFO, JR.	6 7
		LOCATION: Port of Masbate City, Masbate	Construction Foreman A	Division Manager A, ESD	Port Manager	

CKT. NO.	NUMBER OF OUTLET/S					RATING VOLTS	RATING WATTS	POLE	WIRE SIZE MM ² (THHN)	CONDUIT SIZE MM ² D (PVC)	PROTECTION		AMPERES
	LO	CO	REF	ACU	SPARE						AT	AF	
01	8					220	800	2	2.0	15	15	100	3.64
02	8					220	800	2	2.0	15	15	100	3.64
03		10				220	2000	2	3.50	15	20	100	9.09
04			1			220	1500	2	5.5	15	30	100	6.82
05				1		220	2200	2	5.5	15	30	100	10.00
06				1		220	1760	2	5.5	15	30	100	8.00
07				1		220	2200	2	5.5	15	30	100	10.00
08				1		220	2200	2	5.5	15	30	100	10.00
09					1	220	2200	2			30	100	10.00
10					1	220	2200	2			30	100	10.00
TOTAL	16	10	1	4	2		17,860						81.19
PROTECTION :80 AT/80AF; 2 P; 60 HTZ; 220 V; SINGLE PHASE													

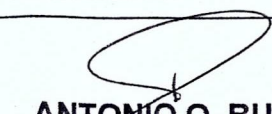
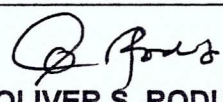
$$\begin{aligned}
 IT &= < (17,860W/220V) + (0.25 \times 10.00) > (80 \% D.F.) \\
 &= (81.18 + 2.5)(80\% DF) \\
 &= 66.95 A
 \end{aligned}$$

SAY 80 AMPERES FOR MAIN

SCHEDULE OF LOADS

SCALE:

NTS

	PORT MANAGEMENT OFFICE OF MASBATE Masbate City	PROJECT TITLE:	PREPARED BY:	CHECKED/REVIEWED BY:	APPROVED:	SHEET NO.:
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		LOCATION: Port of Masbate City, Masbate	Construction Foreman A	Division Manager A, ESD	Port Manager	