



BAGONG PILIPINAS

**PHILIPPINE
PORTS
AUTHORITY**



PMO - NEGROS ORIENTAL/SIQUIJOR REQUEST FOR QUOTATION

The Philippine Ports Authority, Port Management Office of Negros Oriental/Siquijor, through its Bids and Awards Committee (BAC), invites suppliers/dealers to submit price quotation of the following:

	Item and Description	Qty.	Unit	Approved Budget for the Contract (ABC)*
	Consultancy Services for the Issuance of Environmental Compliance Certificate (ECC) and Area Clearance of Lazi Port Expansion Project at Lazi, Siquijor	1	LOT	Php 978,673.50

*Inclusive of 12% VAT

Procurement will be conducted in consonance with Section 34.1 (Small Value) of the Implementing Rules and Regulations (IRR) of the Republic Act No. 12009 or the "New Government Procurement Reform Act".

Quotation must be submitted in a **sealed envelope** together with the following documents:

- Valid and Current Mayor's Permit,
- Valid PhilGEPS Registration/Organizational Number,
- Income/Business Tax Return (ITR),
- Professional License/Curriculum Vitae of Personnel to be assigned to the project,
- Omnibus Sworn Statement, and
- Other Requirements in the Terms of Reference (TOR)

The sealed envelope shall be addressed to:

MARY LOUISE C. MACALINO

Chairperson

Bids and Awards Committee

Philippine Ports Authority, PMO-Negros Oriental/Siquijor

Port Area, Looc, Dumaguete City

PORT MANAGEMENT OFFICE – NEGROS ORIENTAL / SIQUIJOR

Port Operations Building, Lo-oc, Dumaguete City, Negros Oriental 6200 Philippines

Tel. No.: (035) 527.2079 & 531.2619

e-mail: pmonos_official@ppa.com.ph



Deadline of Submission of Sealed Quotation : December 16, 2025, on or before 09:30 a.m.
Opening of Sealed Quotation : December 16, 2025, at 10:00 a.m.

Interested suppliers may obtain further information regarding **RFQ Form and Technical Specifications** from Procurement Unit, Administrative Division at Telephone Number (035) 527-2079 local 103 during office hours.


MARY LOUISE C. MACALINO
Chairperson
Bids and Awards Committee



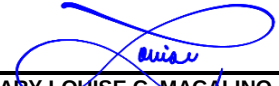
PHILIPPINE PORTS AUTHORITY
Administrative Section

REQUEST FOR PRICE QUOTATION

Date : 13-Dec-25
Quotation No. : 2025-121

Company Name
Address & Tel. No.
VAT/NON-VAT
TIN

Please quote your lowest price on the item/s listed below, subject to the General Conditions indicated below, stating the shortest time of delivery, and submit your quotation duly signed by your authorized representative not later than 10 calendar days. The total Approved Budget for the Contract (ABC) for this procurement is **Nine Hundred Seventy-Eight Thousand Six Hundred Seventy Three Pesos & 50/100** **(Php 978,673.50)**, inclusive of all applicable government taxes.


MARY LOUISE C. MACALINO
BAC Chairman

- NOTE :
1. All entries must be typewritten.
 2. Delivery period must be within sixty (60) calendar days from receipt of Purchase Order.
 3. Price validity must be within thirty (30) calendar days.
 4. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by procuring entity.
 5. Attach brochures and/or operating manual of the product being offered and the supplier must be able to demonstrate operation of the machine upon request.
 6. Terms of payment is within fifteen (15) days from delivery and acceptance of goods.
 7. Submission on the following:
 - a) Valid Mayor's Permit,
 - b) Valid PhilGEPS Registration,
 - c) Income/Business Tax Return (ITR),
 - d) Professional License/Curriculum Vitae of Personnel to be assigned to the project, and
 - e) Omnibus Sworn Statement
 - f) Other Requirements in the Terms of Reference (TOR)

Item #	QTY	UNIT	ITEM & DESCRIPTION	UNIT COST	AMOUNT
1	1	LOT	Consultancy Services for the Issuance of Environmental Compliance Certificate (ECC) and Area Clearance of Lazi Port Expansion Project at Lazi, Siquijor	Php	Php
			X-X-X-X-X-X		

After having carefully read and accepted your General Condition, I/WE quote you on the item/s at prices indicated above.

Printed Name and Signature

Position

Telephone No.

PHILIPPINE PORTS AUTHORITY
PORT MANAGEMENT OFFICE OF NEGROS ORIENTAL/SIQUIJOR

TERMS OF REFERENCE / TECHNICAL SPECIFICATIONS

**FOR THE CONSULTANCY SERVICES FOR THE ISSUANCE OF
ENVIRONMENTAL COMPLIANCE CERTIFICATE (ECC) AND AREA
CLEARANCE OF LAZI PORT EXPANSION PROJECT, LAZI, SIKUIJOR**

1. BRIEF BACKGROUND

- 1.1. The Philippine Ports Authority (PPA) is a Government-Owned and Controlled Corporation (GOCC) created under Presidential Decree No. 857, as amended. It is mandated to coordinate, streamline, improve, and optimize the planning, development, financing, operation, and maintenance of ports and port facilities nationwide. Executive Order No. 159 (s. 1987) reaffirmed and expanded PPA's powers and functions, strengthening its role in integrated port planning and development.
- 1.2. Pursuant to Philippine Ports Authority Memorandum Order (PPA MO 36-2014), entitled "New Nomenclature for Field Offices of the Philippine Ports Authority," the Philippine Ports Authority, PMO – Negros Oriental / Siquijor (PPA, PMO-NOS) has a description of geographical coverage: coastal areas and contiguous coastal waters of Negros Oriental and Siquijor Island, including private ports within.
- 1.3. The **Port of Lazi** is one of the key municipal ports in the island province of Siquijor, located in the southeastern part of the island facing the Bohol Sea. It was constructed to provide more direct sea transport access to the southern municipalities of Lazi, Maria, and San Juan.
- 1.4. The port was originally developed under the Philippine Ports Authority; its strategic location near the town proper made it an important hub for trade and tourism transport, particularly for routes connecting Siquijor with Mindanao and nearby Visayan provinces.
- 1.5. During PPA-PMO NOS's management, the port was rehabilitated and maintained periodically. Currently, no ships call at the Port of Lazi. However, to further assist the province and as an answer to present needs, PPA has proposed the expansion of the Lazi Port aimed at reopening the operations.
- 1.6. Pursuant to Section 4 of P.D. 1586, no person, partnership, or corporation shall undertake or operate any such declared environmentally critical project or area without first securing an Environmental Compliance Certificate (ECC). Under DENR Administrative Order No. 2018-14, reclamation projects, being

classified as Environmentally Critical Projects (ECPs), are likewise required to secure an Area Clearance prior to the processing and issuance of an Environmental Compliance Certificate (ECC).

- 1.7. The Lazi Port Expansion Project, located at Lazi Port in Brgy. Tigbawan, Lazi, Siquijor, requires the preparation, processing, and securing of the ECC and Area Clearance necessary for its implementation. The details of the existing and proposed port facilities are as follows:

Existing Port Project	
Particulars	Area (sq.m.)
Passenger Terminal Building	1,400.00 sq.m
Causeway	
RoRo Ramp	
R.C. Pier	

Proposed Port Expansion Project	
Particulars	Area (sq.m.)
Port Operational Area	1,515.75 sq.m

- 1.8. The Port of Lazi has an existing CNC No. 07 0303-26 0076 215 for the "Rehabilitation of the Port of Lazi", issued on March 26, 2003.
- 1.9. The results of the EIA studies shall be the basis of PPA-PMO NOS in formulating and implementing appropriate preventive and mitigating measures to address predicted impacts in the marine environment.
- 1.10. The Philippine Ports Authority, PMO Negros Oriental/Siquijor, through its Bids and Awards Committee, seeks to engage the services of a reputable and accredited consulting firm to secure the **Area Clearance**, conduct the required EIA Study, and secure the **Environmental Compliance Certificate** covering the Lazi Port Expansion Project.

2. OBJECTIVES

- 2.1. In compliance with the Philippine Environmental Impact Statement System (PEISS) of Presidential Decree No. 1586, every proposed project or undertaking that is projected to have a significant adverse impact on the quality of the environment is covered by the Philippine EIS system. For this reason, all requirements in securing ECC's shall be in accordance with the Implementing Rules and Regulations of P.D. 1586 specifically (DAO 2003-30): Implementing Rules and Regulations (IRR) for the Philippine Environmental Impact Statement (EIS) System and (DAO 2018-04): Guidelines on the Issuance of Area Clearance for Reclamation Projects and Proclamation/Special Patents over Reclaimed Lands and all related and applicable issuances.

2.2. The purpose of this document is to establish the Terms of Reference (TOR) for the preparation of documents and requirements as required by DENR-EMB to secure the Area Clearance and Environmental Compliance Certificate (ECC) of the said project.

2.3. The Terms of Reference (TOR) shall serve as a guide and basis of interested parties for eligibility and be qualified to bid for the procurement of Consultancy Services for the preparation of the Environmental Impact Assessment Study, Area Clearance, and Environmental Compliance Certificate (ECC) for the proposed expansion of the Port of Lazi.

3. SCOPE OF WORK

3.1. The scope of work includes but is not limited to the following activities:

3.1.1. Provision and Facilitation of Requirements under PD 1586 including professional fees of the necessary signed and sealed plans and notarized documents.

3.1.1.1. New ECC Application Requirements

- a. Project Description;
- b. Environmental Impact and Management Plan;
- c. Abandonment / Decommissioning / Rehabilitation Information;
- d. Geotagged photographs of project site;
- e. Topographic Map of impact / affected areas (at least 1km from the project boundaries);
- f. Certificate of Viability or Zoning Certification / Clearance issued by LGU on the compatibility of proposed project with existing land use plan;
- g. Site Development and or Vicinity map signed by registered professionals;
- h. Project / Plan Layout signed by the registered professionals;
- i. Schematic diagram of the Air Pollution Control Facility;
- j. Organizational Chart in charge on environmental concerns;
- k. Proof of authority over the project site;
- l. Duly notarized accountability statement of the proponent;
- m. Duly accomplished project environmental monitoring and audit prioritization scheme (PEMAPS) questionnaire;
- n. IEE Checklist Sworn Statement;
- o. Copy of Payment Transaction Slip (Processing Fee: Php 5,070);
- p. Affidavit of No Complaint;
- q. Project Components & Operation Information; and
- r. Other DENR documentary requirements.

- 3.1.2. **Secure the Environmental Compliance Certificate** pursuant to the requirements of PD 1586 and in accordance with the relevant rules and regulations.
- 3.1.3. **Secure the Area Clearance** pursuant to the requirements of DENR AO 2018-14 specifically chapter III: Rules and Procedures on the Issuance of Area Clearance for Proposed Reclamation Projects and the Issuance of Proclamation and Special Patent.
- 3.1.4. The Consultancy Firm shall assist, or be authorized by Philippine Ports Authority, the project proponent, in preparing, facilitating, and securing requirements from other government/private agencies for the ECC and Area Clearance application.
- 3.1.5. Application, Consultation, payments of DENR-EMB fees, testing fees, public hearing of stakeholders, conduct of extensive studies on the impact of proposed project on the surrounding environment.
- 3.1.6. Prepare and submit a **monthly progress report** to the proponent on the status and accomplishment of the application with the following documents on or before 30th day of the month:
- o Transmittal Letter
Addressed to : **REY T. DEL MORO, JR.**
Acting Port Manager
PMO Negros Oriental/Siquijor
 - o Monthly Progress Report
 - a. Compliance Status
 - b. Compliance Actions
 - d. Action Plan for the Next Month
 - c. Project Timeline vs. Actual Accomplishment
 - d. DENR EMB Evaluation (if any)
 - o To be submitted @ Email: **pmonos_official@ppa.com.ph**
 - o Consultant shall report to the PMO Office when required
- 3.1.7. Present and submit hard and soft copies (electronic copies) of the accomplishment report/s and studies before the DENR-EMB that may require such reports.

4. OBLIGATIONS AND RESPONSIBILITIES

4.1. Of the Service Provider/Consulting Firm.

- 4.1.1. Undertake all works and responsibilities for the submission of documents, requirements and accomplishment activities as mentioned in Section 3. Scope of Work;
- 4.1.2. Hire and compensate professionals, technicians, laborers and workers which may be required during the project activity;
- 4.1.3. Pay all necessary fees including laboratory and testing fees;
- 4.1.4. Pay the Honoraria of EIARC members and resource persons that maybe invited by the DENR/EMB/PENRO and settle incidental expenses during the conduct of Technical Review;
- 4.1.5. Inform the proponent of any suspension of work due to acceptable ground and reason;
- 4.1.6. Consults the permission of the proponent in deciding critical and important decisions relating to the conduct of the ECC and Area Clearance application;
- 4.1.7. Secure the Area Clearance and the Environmental Compliance Certificate within the contracted period;
- 4.1.8. Provide the proponent with a monthly progress report;
- 4.1.9. Fulfill all terms and conditions of the contract;
- 4.1.10. Submit to PPA - PMO Negros Oriental/Siquijor the approved ECC and Area Clearance together with all documentary requirements, in **three (3) copies** properly bound.

4.2. Of the PPA, PMO Negros Oriental/Siquijor

- 4.2.1. Provide the Consulting Firm with the necessary information, data, plans and documents in its possession related to the preparation and completion of the requirements of the ECC application;
- 4.2.2. Provide a representative during the project activities whenever necessary;
- 4.2.3. Review on the submitted outputs and reports to ensure alignment with project objectives and regulatory requirements;
- 4.2.4. Pay the Consulting Firm in accordance with the agreed payment schedule and terms.

5. QUALIFICATION OF THE CONSULTING FIRM

- 5.1. Duly registered and licensed under the Securities and Exchange Commission (SEC) or Department of Trade and Industry (DTI), and accredited by the Department of Environment and Natural Resources- Environmental Management Bureau (DENR-EMB) as EIS preparer;
- 5.2. With valid Mayor's/Business Permit;
- 5.3. Has prepared at least three (3) Environmental Impact Statement (EIS) in the last five (5) years which have been issued with ECC;
- 5.4. Has prepared at least one (1) Area Clearance within the last five (5) years which has have been duly issued and approved by the DENR;

5.5. Must have a valid and active PhilGEPS Registration.

6. PERSONNEL AND MANPOWER REQUIREMENTS

- 6.1. The Consultancy Firm shall provide and deploy personnel upon commencement of the activities;
- 6.2. One (1) Project Manager;
- 6.3. One (1) Accredited EIS Preparer by DENR-EMB;
- 6.4. One (1) Clerk;
- 6.5. One (1) Liaison Officer / Messenger.

7. DURATION OF THE CONSULTANCY SERVICES

- 7.1. The term of service for the acquisition of the Area Clearance and Environmental Compliance Certificate shall be **Two Hundred Forty (240) calendar days** starting on the day that the Consultant/Preparer received the Notice to Commence Work from the Procuring Entity.
- 7.2. An extension of project duration of the project may be granted provided that the Preparer/Consultant/Consulting Firm request from the Philippine Ports Authority in writing stating the valid reason(s) or ground(s) for extension of the project duration. The PPA reserves the right to evaluate, approve, or deny such a request at its discretion.

8. DECISION DOCUMENT

- 8.1. Environmental Compliance Certificate (ECC) issued by the Department of Environment and Natural Resources Regional Office for the Lazi Port Expansion Project.
- 8.2. Area Clearance issued by the Department of Environment and Natural Resources Regional Office for the Lazi Port Expansion Project.
- 8.3. Upon issuance, the consulting firm shall submit to PPA-PMO NOS three (3) complete sets of the documents specified in item no. 4.1.10 properly bound and labeled for Proponent's copy.

9. CONTRACT PRICE AND PAYMENT TERMS

- 9.1. The Approved Budget for the Contract (ABC) is **Nine Hundred Seventy Eight Thousand Six Hundred Seventy Three and 50/100 Pesos (PHP 978, 673.50).**
- 9.2. For services rendered, the PPA shall pay the consultant a percentage of the contract amount for every completion of items in the scope of work.

- a. **Fifteen percent (15%)** of the contract amount upon the successful submission of an official letter from the Regional Director of DENR, confirming successful submission of all required documents for Area Clearance and the approval to proceed with ECC Application; and
- b. **Forty Five percent (45%)** of the contract amount upon issuance of approved Environmental Compliance Certificate;
- c. **Forty percent (40%)** of the remaining contract amount shall be release upon receipt of the approved Area Clearance, marking the final completion of all required deliverables, including the successful submission of deliverables as specified in Item 8.

10. TERMINATION OF CONTRACT

10.1. The PPA, PMO NOS reserves the right to terminate the contract in accordance with the provisions outlined in Annex I of the Revised Implementing Rules and Regulations (IRR) of RA 9184 either in part or in full, at any time and without incurring any cost to the Authority.

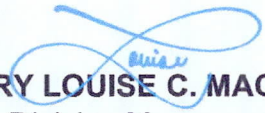
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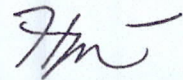

DAWNA GRACE P. TUBAL
Environmental Specialist A

Reviewed by:


JOSE FERNANDO G. MANLAPAZ
Chief Safety Officer

Recommending Approval


MARY LOUISE C. MACALINO
Division Manager, PSD


HUBERT P. MITMIT
Division Manager, ESD

Approved by:


For: **MARY LOUISE C. MACALINO**
2025.11.28
09:50:21 +08'00'

REY T. DEL MORO, JR.,
Acting Port Manager