



PHILIPPINE
PORTS
AUTHORITY



**PHILIPPINE PORTS AUTHORITY
PORT MANAGEMENT OFFICE OF AGUSAN**

Talisay, Nasipit Agusan del Norte
VAT Reg. TIN: 000-352-232-154

Request for Quotation (RFQ)

Doc. Ref. Code: ADM-AGS-022

AGS-RFQ NO.:	NAS-5804-26
DEADLINE OF SUBMISSION:	August 5, 2026 at 9:00 AM
PLACE OF SUBMISSION :	PPA PMO-Agusan, Nasipit Port
MODE OF PROCUREMENT:	Small Value Procurement

July 28, 2026

Dear Sir/Madam:

Please quote your price for the item/s specified below, taking into consideration the following conditions:

1. Bidders shall provide **correct and accurate information** required in this form. All entries must be legibly handwritten, typewritten or in print and properly accomplished. Do not leave blank entries, put N/A for not applicable.
2. Price Quotations (Philippine Peso) shall not be considered unless **properly signed** by the Contractor or his/her duly authorized representative.
3. Any interlineations, erasure, or overwriting shall be valid only if they are **signed or initialed** by the contractor or any of his/her duly authorized representative/s.
4. Price quotation/s to be denominated in Philippine Peso shall include **all applicable** taxes, duties, and/ or levies payable.
5. Price validity shall be for a period of **thirty (30) calendar days** from the deadline of submission.
6. Quotations exceeding the Approved Budget for Contract shall be noted "Failed" and **rejected**.
7. Evaluation of bids will be conducted on a "**per lot**" basis.
8. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, employ "**draw lots**" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005. (not applicable for Direct Acquisition)
9. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under the Implementing Rules and Regulations of Republic Act 12009.
10. Late bids shall no longer be accepted.
11. Refusal to accept an award without valid and justifiable reason, maybe ground for imposition of appropriate sanctions under Sec. 69 of the IRR of RA 12009.
12. Failure of the supplier to deliver goods and render services under the contract within the specified delivery schedule shall be liable for damages for the delay pursuant to Sec. 71.1.4 of the IRR of RA 12009.
13. PPA PMO- Agusan reserves the right to reject any or all offers as may be considered most advantageous to the office.
14. The Price Quotation shall be in the BAC prescribed form and be submitted in a sealed envelope to the Bids and Awards Committee (BAC) of PMO-Agusan at the address above, not later than the time and date specified hereof at which place, time and date the bid shall be opened.
15. This RFQ must be duly filled out and supported with the following documentary requirements:
 - a. Submission of a Valid Mayor's/Business Permit.
 - b. Submission of PhilGEPS Registration Number.
 - c. Submission of PCAB License for construction projects.
 - d. Submission of Income/ Business Tax Return for PHP 500,000.00 above Approved Budget for the Contract.
 - e. For transactions amounting to PHP 50,000.00 and above, a Notarized Omnibus Sworn Statement is required and, if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. The template can be accessed through this link:
https://www.gppb.gov.ph/wp-content/uploads/2025/08/NGPA_Omnibus-Sworn-Statement.pdf
16. Delivery period: 120 days (Monday - Friday) Delivery Location: PPA PMO Agusan - Butuan Port
17. Schedule and opening of bids:
Date/Time: August 5, 2026 at 02:00 PM
Venue: PPA PMO Agusan - Nasipit Port
POB Conference Room
18. Payment shall be within 30 working days after the receipt of sales/service invoice.
19. For any clarification, you may contact **Ms. Sheeryl B. Pedeglorio**, BAC Secretariat Head, at +639175928466.

LEMUEL IAN T. MORALDA
BAC Chairperson



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I have read and understood the Procurement Terms & Conditions. By signing this quote, I hereby agree and bind myself to the Terms & Conditions indicated in this RFQ.

(MPF-AGS-05-26) Maintenance of Terminal Building at Butuan Port						PLEASE QUOTE HERE:	
ITEM NO.	ITEM AND DESCRIPTION	UNT	QTY	ESTIMATED UNIT APPROVED BUDGET FOR THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET FOR THE CONTRACT	UNIT PRICE	TOTAL PRICE
1	Supply of Labor and Materials/Equipment for Maintenance of Wooden Flooring at second floor	LOT	1	523,474.36	523,474.36		
2	Supply of Labor and Materials/Equipment for Maintenance of Signages	LOT	1	14,037.46	14,037.46		
3	Supply of Labor and Materials/Equipment for Maintenance of Activity Center Comfort Room	LOT	1	459,289.18	459,289.18		
				TOTAL ABC:	996,801.00	TOTAL BID PRICE:	

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company: _____

Address: _____

Tel. No./Email Add.: _____

Date: _____

Signature over Printed _____

Name of Representative: _____



(MPF-AGS-05-26) Maintenance of Terminal Building at Butuan Port						PLEASE QUOTE HERE:	
ITEM NO.	ITEM AND DESCRIPTION	UNT	QTY	ESTIMATED UNIT APPROVED BUDGET FOR THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET FOR THE CONTRACT	UNIT PRICE	TOTAL PRICE
1	Supply of Labor and Materials/Equipment for Maintenance of Wooden Flooring at second floor	LOT	1	523,474.36	523,474.36		
	Repair/replacement of affected dilapidated floor joist and wooden flooring	Sq.m	182				
2	Supply of Labor and Materials/Equipment for Maintenance of Signages	LOT	1	14,037.46	14,037.46		
	Maintenance of Acrylic Signages	Lot	1				
3	Supply of Labor and Materials/Equipment for Maintenance of Activity Center Comfort Room	LOT	1	459,289.18	459,289.18		
	Maintenance of plumbing system	Lot	1				
	Maintenance of Wall and Floor Tiles	Sq.m	71				
	Maintenance of Toilet Fixtures	Lot	1				
	Maintenance of Ceiling	Sq.m	20				
	Maintenance of Lighting Fixtures	Lot	1				
	Repainting of Interior Wall, and ceiling	Sq.m	114				
	Maintenance of Doors	units	7				
				TOTAL ABC:	996,801.00	TOTAL BID PRICE:	

TECHNICAL SPECIFICATIONS

TERMS OF REFERENCE

FOR THE MAINTENANCE OF TERMINAL BUILDING AT BUTUAN PORT (MPF-AGS-05-2026) BRGY. SAN IGNACIO, BUTUAN CITY, AGUSAN DEL NORTE

A. DESCRIPTION

The project is intended for the upkeep of wooden flooring on the second floor and activity center comfort rooms on the ground floor of Butuan Terminal Building in order to preserve it in good condition, stop further deterioration and extend its expected useful life.

B. SCOPE OF WORKS

1. The contractor shall undertake the project in accordance with the accepted industry standards and procedures.
2. Conduct ocular inspection and actual measurement at the site.
3. Supply of *materials, labor, and tools/equipment* for the following scope of works:

DESCRIPTION OF WORK	UNIT	QUANTITY
1. Maintenance of wooden flooring at second floor (see attached drawing plans)	Lot	1
2. Maintenance of Activity Center Comfort Rooms (see attached drawing plans)	Lot	1
3. Maintenance of Signages (see attached drawing plans)	Lot	1

4. Supply of the following needed manpower:

- a. Mason/Carpenter
- b. Plumber/Tilesetter
- c. Painter
- d. Electrician
- e. Laborer

5. Supply of the following tools/equipment:

- a. 2-Electric Drill
- b. 2-Electric Grinder

6. Perform other reasonable tasks, including consultation with the ESD Technical Team, that relate to the foregoing repair, which the Authority or its authorized representative may direct.

C. TIMETABLE

The contractor shall commence the activities effective upon date of receipt of the *Notice to Proceed*. **The Maintenance Teraminal Building at Butuan Port** must be completed within **One Hundred Twenty (120) calendar days** from the commencement of the activities.

D. FIRM AND STAFF REQUIREMENTS

The contractor shall be responsible for ensuring the timely completion of the project and shall have personnel complementation of adequate technical background, experience, and capability.

The contractor shall provide the minimum appropriate personal protective equipment (PPE) such as hard hat, vest, and safety belt for their staff and crew.

E. SCHEDULE OF PAYMENTS

All payments shall be processed only upon completion and issuance of the Certificate of Completion and Final Inspection Report, subjected to accounting and auditing rules and regulations.

F. BUDGET

The Approved Budget of the Contract for the project for the **Maintenance of Terminal Building at Butuan Port, Brgy. San Ignacio, Butuan City, Agusan del Norte** is ***Nine Hundred Ninety-Six Thousand and Eight Hundred One Pesos only (Php 996,801.00).***

G. MODE OF PROCUREMENT/QUALIFICATION OF BIDDERS

The contract for the **Maintenance of Terminal Building at Butuan Port** shall be procured through Alternative Mode of Procurement (Small Value Procurement), in accordance with **Section 34.1 of the Implementing Rules and Regulation (IRR) of RA 12009.**

Interested bidders must submit their proposals at the address provided. Prospective bidders will be evaluated based on a non-discretionary "pass/fail" criterion, and shall submit the updated/renewed printed copies of the following documents as part of the technical/financial proposal/envelope:

• Technical Proposal	• Valid Mayor's Permit / Business Permit • PhilGEPS Registration Member • PCAB License, General Building- Category D • Income/Business Tax Return • Omnibus Sworn Statement
• Financial Proposal	• Duly accomplished, Request for Quotation

H. PERFORMANCE SECURITY

To guarantee the faithful performance by the winning Bidder of its obligations under the contract, it shall post a performance security within a maximum period of ten (10) calendar days from the receipt of the Notice of Award from the Procuring Entity and in no case later than the signing of the contract.

Under **Section 68.4, IRR of RA 12009**, the Performance Security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount not less than the 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)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank. <i>For biddings conducted by the LGUs, the Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Goods and Consulting Services- Five (5%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	Infrastructure Projects-Ten percent (10%)
(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%)

(To protect/safeguard the interest of the government/Philippine Ports Authority, bond requirements from entities transacting with the Authority shall only be procured from PPA accredited surety companies.)

I. WARRANTY SECURITY

In order to assure that defects for the **Maintenance of Terminal Building at Butuan Port** shall be corrected by the contractor, a warranty security shall be required from the contract awardee for a minimum period of one (1) year after acceptance by the Procuring Entity in accordance with **Section 90.2, Implementing Rules and Regulations of RA 12009.**

Prepared / Submitted by:

Recommending Approval:

(Original Signed)
AMALIA M. DUMANON
Acting Principal Engineer A

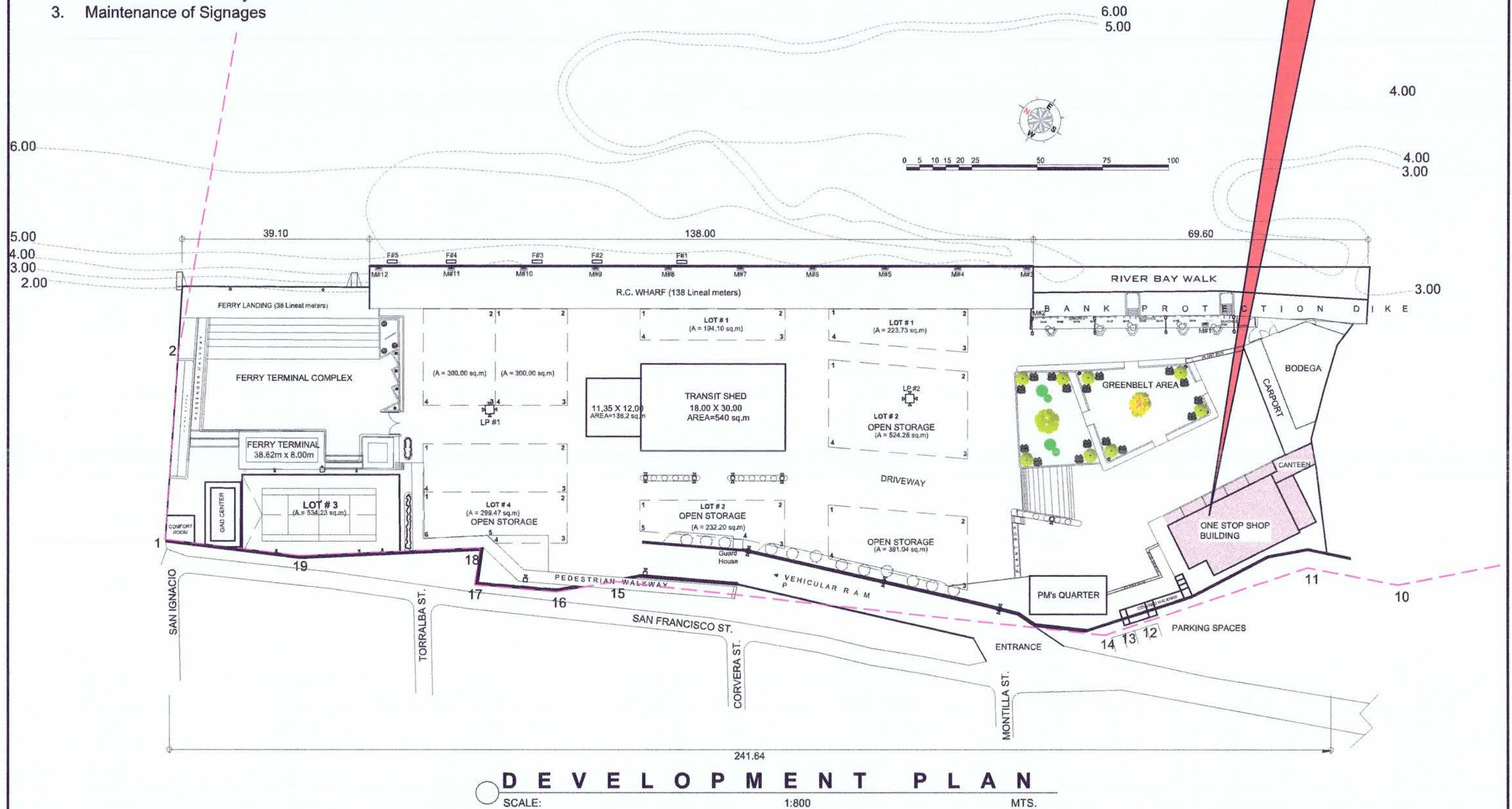
(Original Signed)
LEXTER-LOU V. SEVILLA
Division Manager A, ESD

Approved:

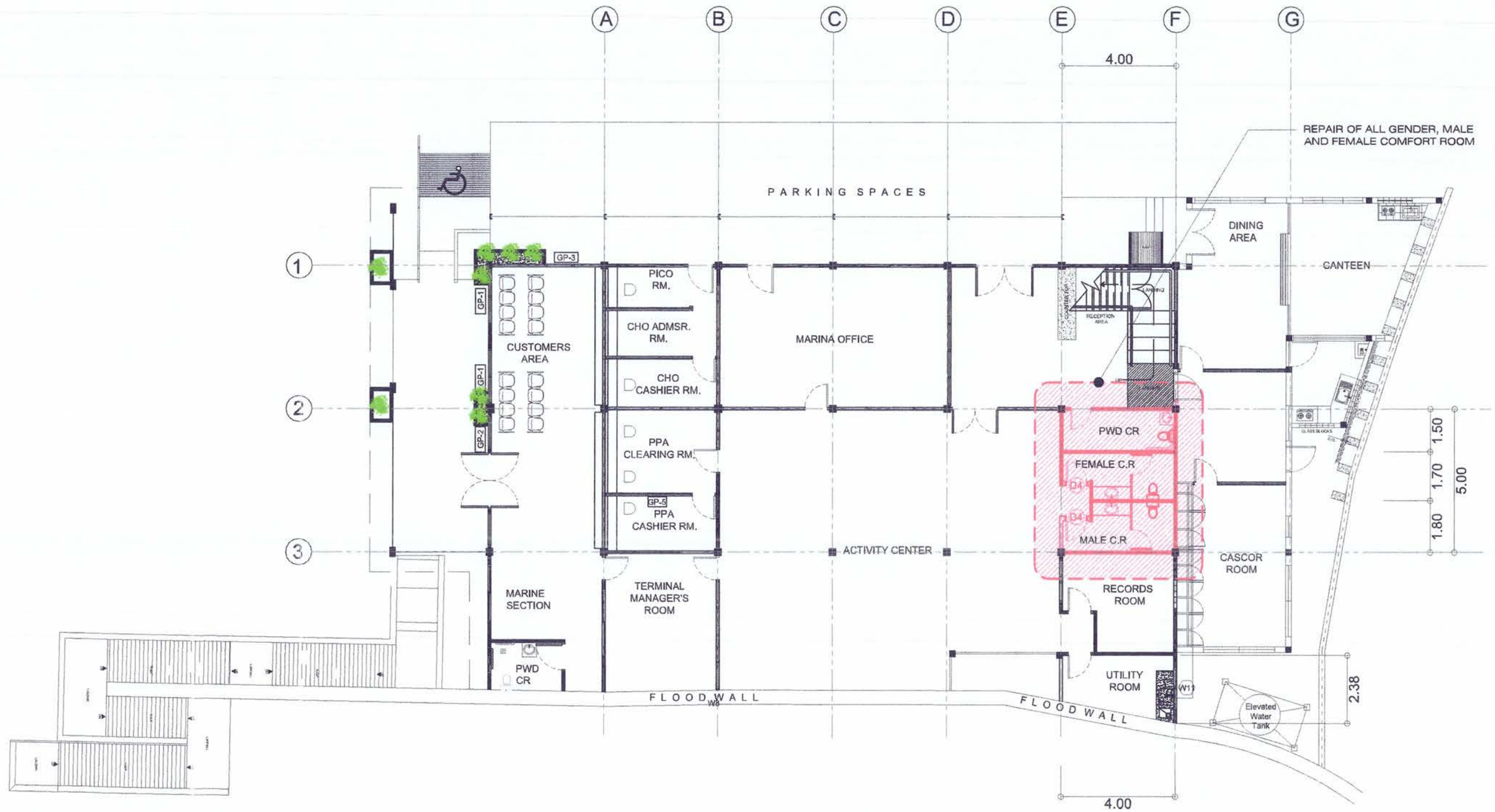
(Original Signed)
KAHLIL L. LAMIGO
Acting Port Manager

SCOPE OF WORK:

1. Maintenance of Wooden Flooring at Second Floor
2. Maintenance of Activity Center Comfort Rooms
3. Maintenance of Signages

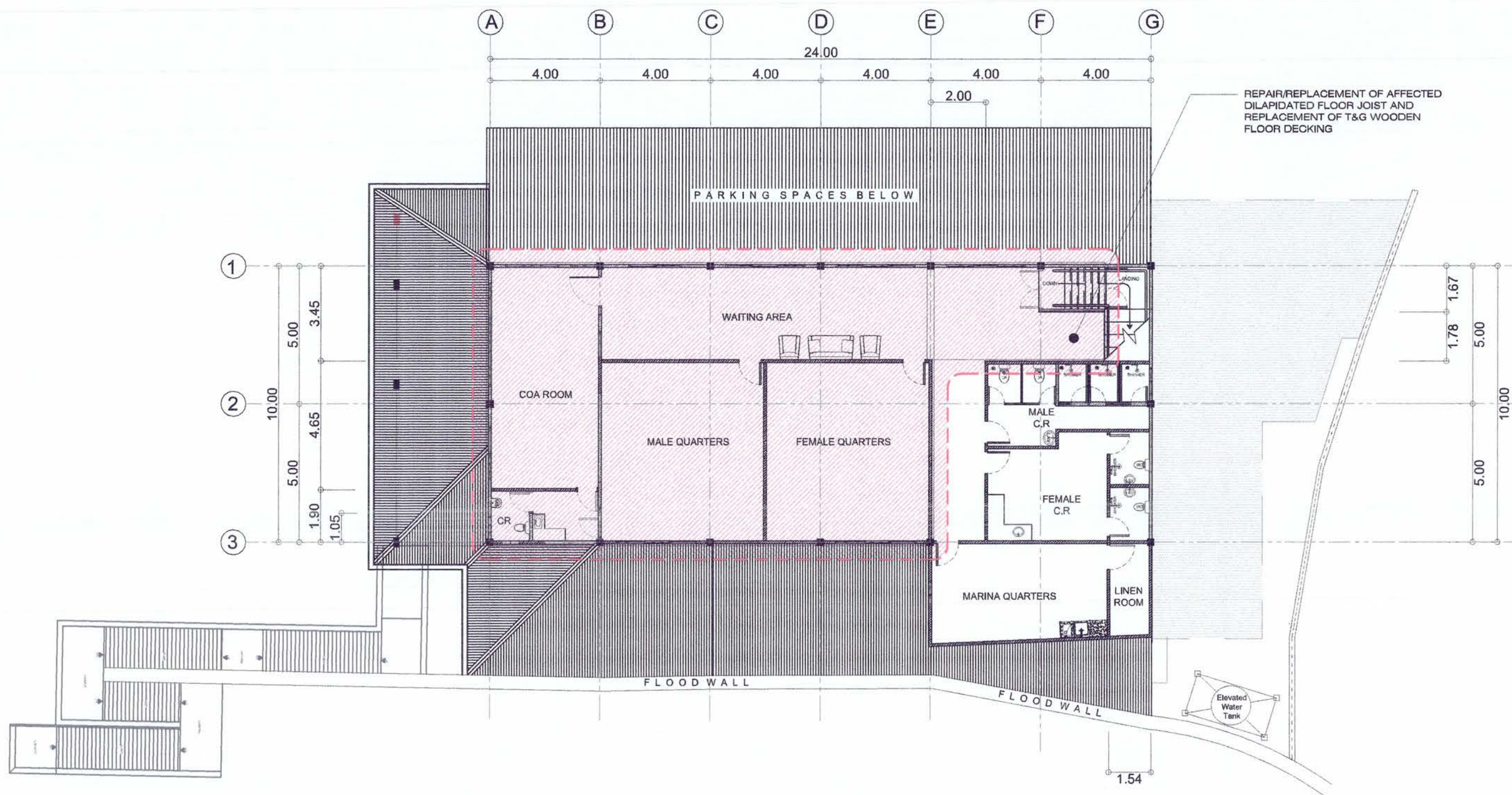


Project / Location:	Prepared/Drafted by:	Checked by:	Reviewed by:	Recommending Approval:	Approved by:	Sheet Contents:	Sheet No.
MAINTENANCE OF TERMINAL BUILDING PORT OF BUTUAN San Francisco St., Brgy. San Ignacio, Butuan City	(ORIGINAL SIGNED) GEORGE SHERMAN M. TORTOLA CONSTRUCTION FOREMAN A	(ORIGINAL SIGNED) MA. GEMMA MAE A. AGUILAR ENGINEERING ASSISTANT A	(ORIGINAL SIGNED) AMALIA M. DUMANON ACTING PRINCIPAL ENGINEER A	(ORIGINAL SIGNED) LEXTER-LOU V. SEVILLA DIVISION MANAGER A, ESD	(ORIGINAL SIGNED) ATTY. KAHLIL L. LAMIGO ACTING PORT MANAGER	• Development Plan	1 6 January 12, 2026

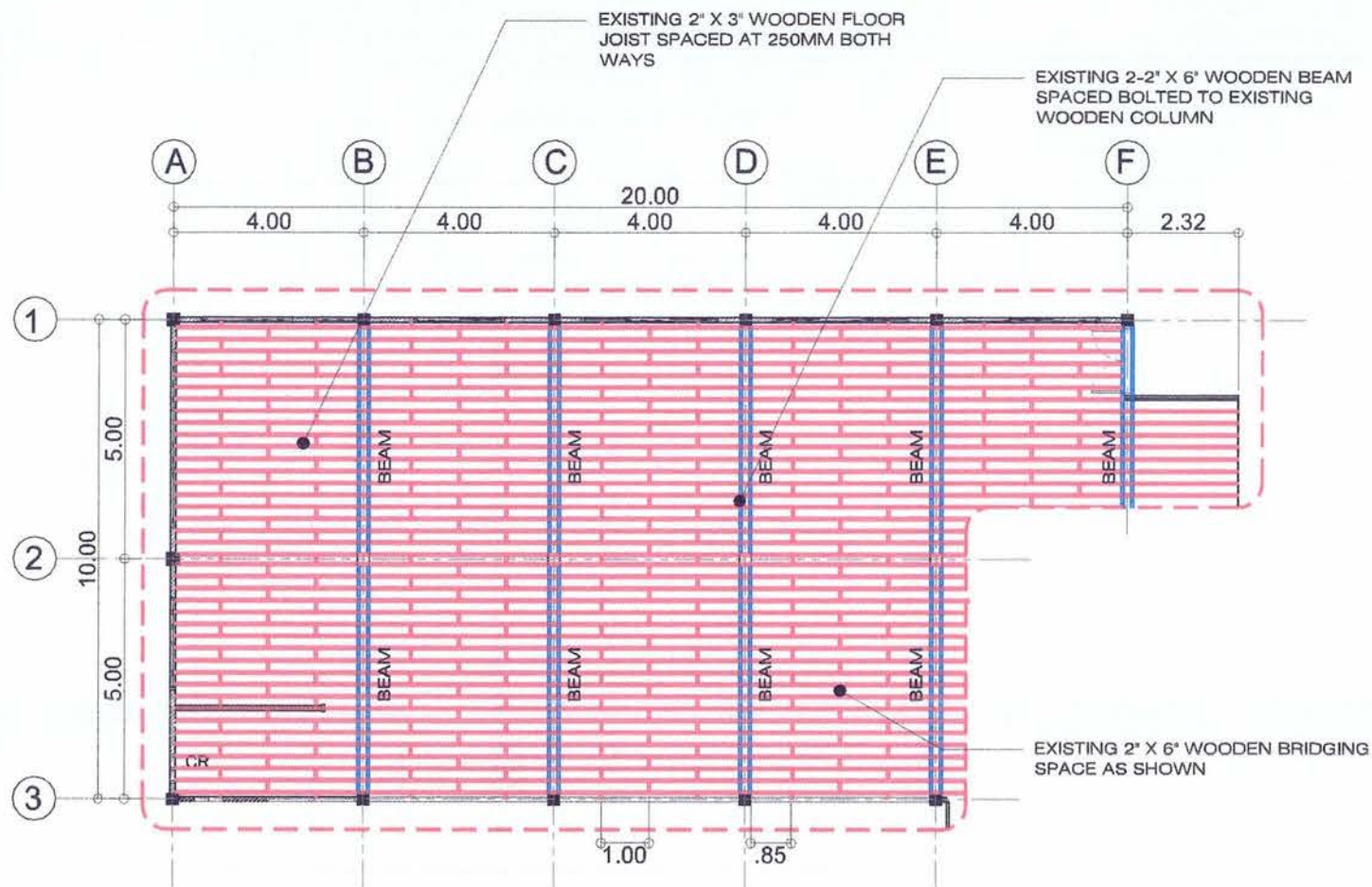


G R O U N D F L O O R P L A N
SCALE: 1:150 MTS.

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								6
								January 12, 2026

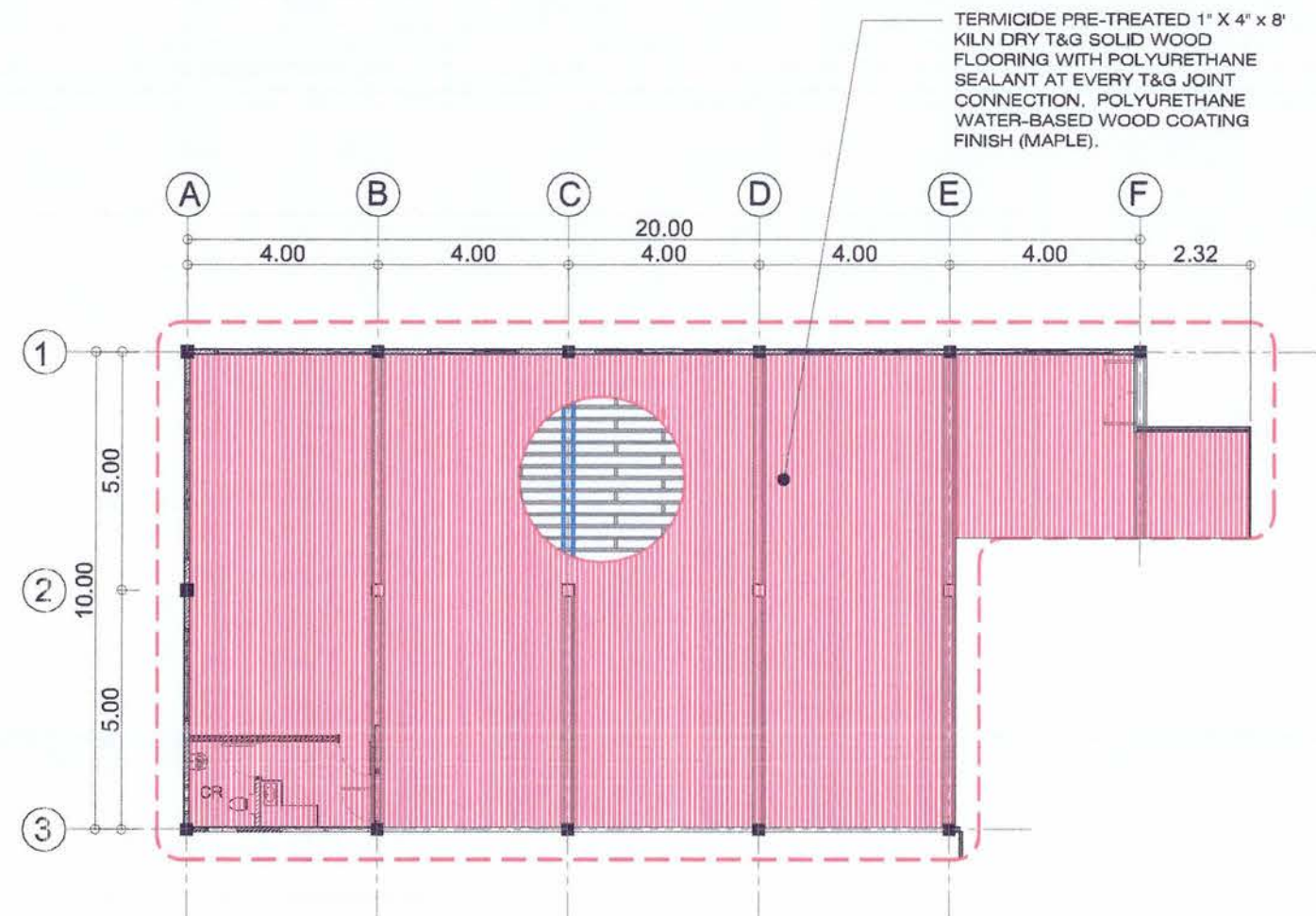


	Project / Location: MAINTENANCE OF TERMINAL BUILDING PORT OF BUTUAN San Francisco St., Brgy. San Ignacio, Butuan City	Prepared/Drafted by: (ORIGINAL SIGNED) GEORGE SHERMAN M. TORTOLA CONSTRUCTION FOREMAN A	Checked by: (ORIGINAL SIGNED) MA. GEMMA MAE A. AGUILAR ENGINEERING ASSISTANT A	Reviewed by: (ORIGINAL SIGNED) AMALIA M. DUMANON ACTING PRINCIPAL ENGINEER A	Recommending Approval: (ORIGINAL SIGNED) LEXTER-LOU V. SEVILLA DIVISION MANAGER A, ESD	Approved by: (ORIGINAL SIGNED) ATTY. KAHLIL L. LAMIGO ACTING PORT MANAGER	Sheet Contents: • Second Floor Plan	Sheet No. 3 6 January 12, 2020
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SECOND FLOOR BEAM AND FLOOR JOIST PLAN

SCALE: 1:150 MTS.



SECOND FLOOR T&G WOOD DECKING PLAN

SCALE: 1:150 MTS.



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						• Second Floor T&G Wood Decking Plan	6

January 12, 2026

LEGEND:

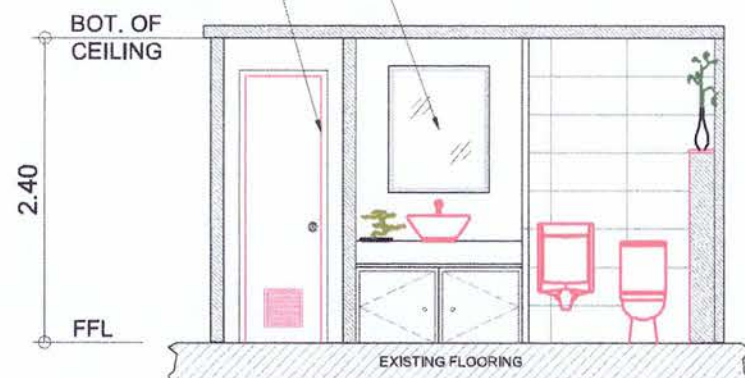
LAV
URI
WC
FD

LAVATORY
URINAL
WATER CLOSET
FLOOR DRAIN

800MM X 1000MM LED BACKLIT
VANITY MIRROR WITH GRANITE
COUNTERTOP AND CERAMIC
WASHBASIN (BOTH SIDES)

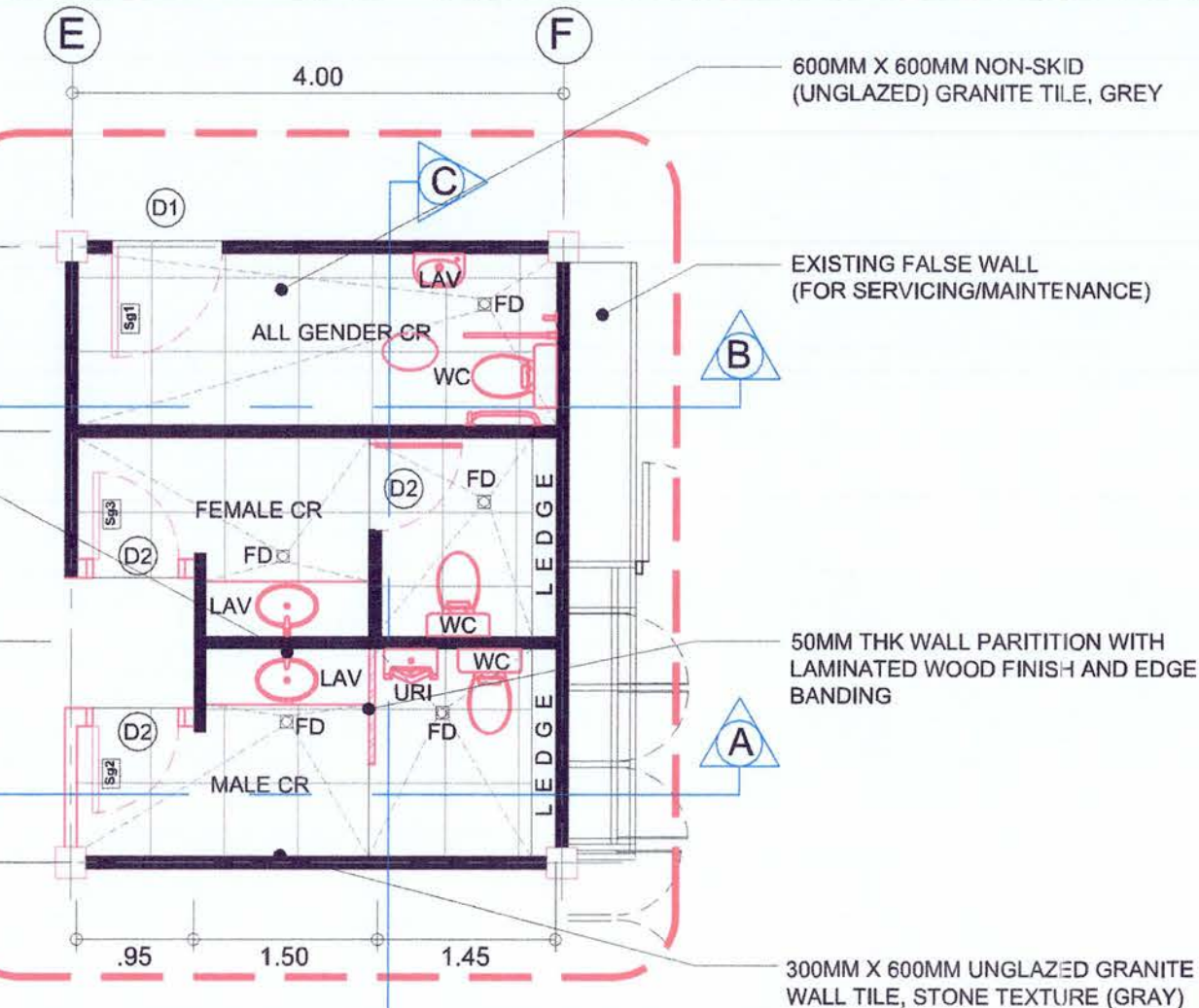
800MM X 1000MM LED BACKLIT VANITY
MIRROR WITH GRANITE COUNTERTOP
AND CERAMIC WASHBASIN

800MM X 2100MM PVC PANEL DOOR



SECTION "A"

SCALE: 1:60 MTS.



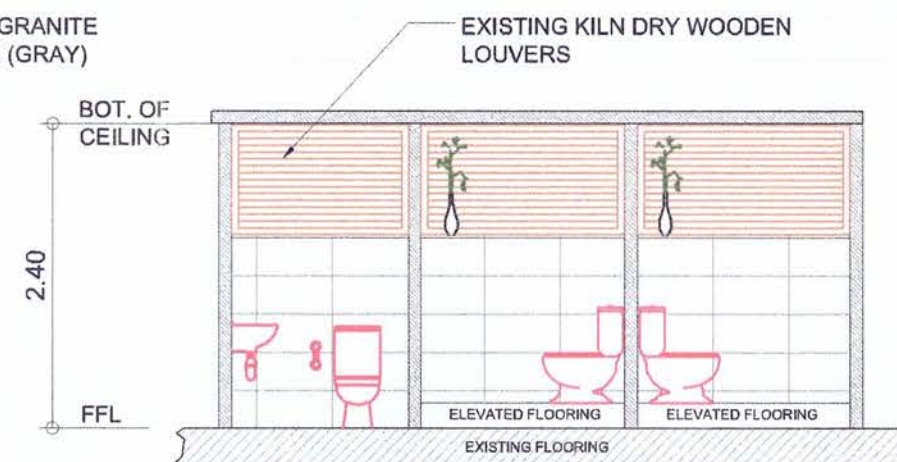
BLOW-UP PLAN

SCALE: 1:60 MTS.



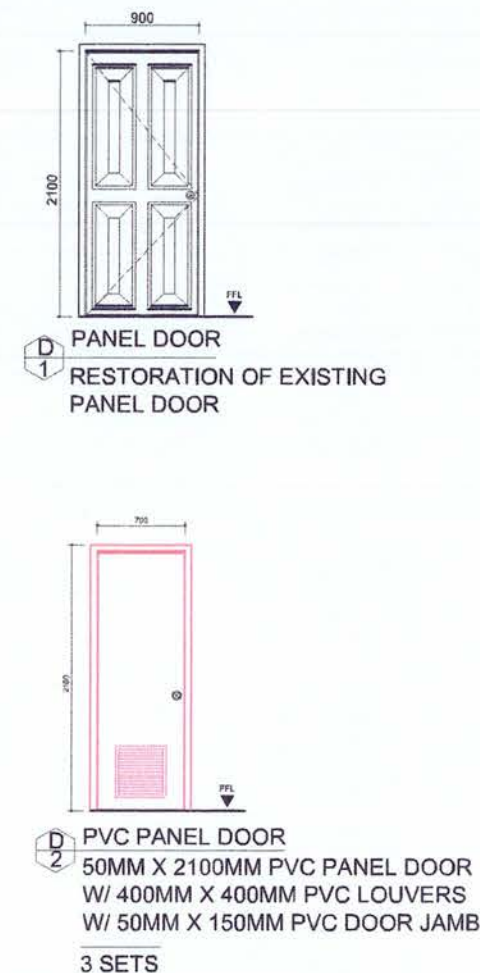
SECTION "B"

SCALE: 1:60 MTS.



SECTION "C"

SCALE: 1:60 MTS.



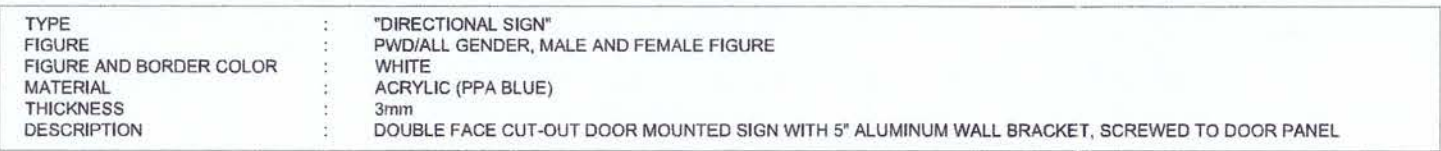
SCH. OF DOORS

SCALE: 1:60 MTS.

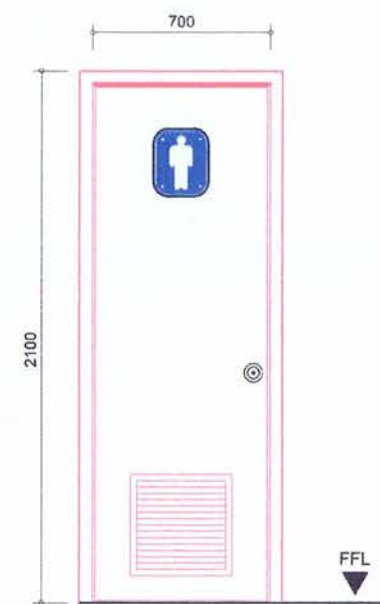


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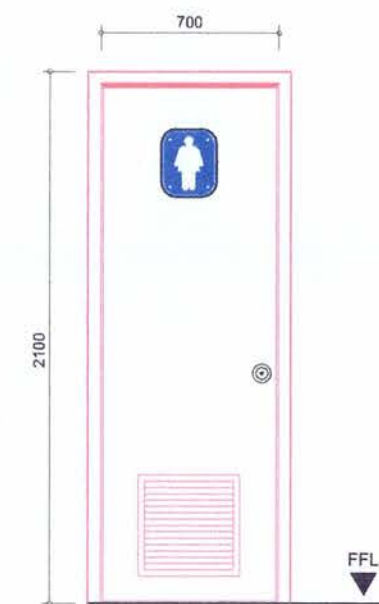
January 12, 2026



D1 PANEL DOOR RESTORATION OF EXISTING PANEL DOOR



D 2 PVC PANEL DOOR



D 2 PVC PANEL DOOR

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								6
								January 12, 2026