



PHILIPPINE  
PORTS  
AUTHORITY



## REQUEST FOR QUOTATION (RFQ)

Date: July 30, 2026  
RFQ No.: 5625-2026

The PHILIPPINE PORTS AUTHORITY (PPA), PMO-Surigao, through its Bids and Awards Committee (BAC), hereby notifies entities duly registered with the Philippine Government Electronic Procurement System (PhilGEPS) to offer for the hereunder contract, to be implemented thru Small Value Procurement pursuant to Rule 4, Section 34 of the Implementing Rules and Regulations of R.A. 12009

**PROJECT TITLE :** Supply and Delivery of Consumable Items for Carpentry/Masonry Maintenance Works and Repainting of Various Port Facilities at Port of Surigao and TMOs of PMO Surigao

**PROJECT LOCATION :** Port of Surigao and TMOs of PMO Surigao

**SCOPE OF WORKS :**

1. Supply and delivery of Consumable Items for Carpentry/Masonry Maintenance Works and Repainting of Various Port Facilities

**APPROVED BUDGET FOR THE CONTRACT :** Php 900,000.00  
**CONTRACT DURATION :** 30 Calendar Days  
**SOURCE OF FUNDS :** PPA Corporate Funds CY 2026

Interested bidders must present Original Copy of Special Power of Attorney (SPA) from the owner if done by representative and secure signed Request for Quotation Form (RFQ) for your quotation from BAC Secretariat/Procurement Officer and submit sealed canvass together with herein documents:

1. Certified True Copy of Valid DTI Business Name Registration or SEC Registration
2. Certified True Copy of Valid and Current Mayor's Permit
3. Certified True Copy of Valid Phil-GEPS Registration
4. Certified Income/Business Tax Returns

**DEADLINE OF SUBMISSION OF SEALED QUOTATION:** August 11, 2026 9:00 am

**OPENING OF SEALED QUOTATION :** August 11, 2026 10:00 am

**PLACE OF OPENING :** PMO-Surigao Admin Building, Surigao City



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Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before **9:00 am of August 11, 2026**, subject to the compliance with Terms and Conditions provided on this Request for Quotation (RFQ):

**ATTY. ROLDAN G. CALEJESAN**

Chairperson, Bids and Awards Committee

PMO-Surigao Admin Building, Port Area, Surigao City

Tel./Fax Nos. (086) 827-1664; (086) 827-5641; (086) 827-5643

Email Add: [pmosurigaobac@gmail.com](mailto:pmosurigaobac@gmail.com)

The Head of the Procuring Entity (HoPE) of the PHILIPPINE PORTS AUTHORITY (PPA), PMO-Surigao reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with sections 64 and 70 of the 2026 IRR of RA No. 12009, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact the BAC Secretariat at Tel./Fax Nos. (086) 827-1664; (086) 827-564; (086) 827-5643 or send email to [pmosurigaobac@gmail.com](mailto:pmosurigaobac@gmail.com)

**ATTY. ROLDAN G. CALEJESAN**

Chairperson, Bids and Awards Committee



**TERMS AND CONDITIONS :**

1. Bidder shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of **thirty (30) calendar days** from the deadline of submission.
4. Delivery Period shall be within **thirty (30) calendar days from receipt of Purchase Order (PO)**.
5. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
6. Quotations exceeding the Approved Budget for the Contract shall be rejected.
7. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PHILIPPINE PORTS AUTHORITY (PPA), PMO-Surigao, through its Bids and Awards Committee (BAC) shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
8. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and the other terms and conditions stated herein.
9. The Item/s shall be delivered according to the accepted offer of the bidder.
10. Item/s delivered shall be inspected on the scheduled date and time of the PMO-Surigao Inspectorate Team. The delivery of the item/s shall be acknowledged upon the deliver to confirm the compliance with the technical specifications.
11. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing Statement, by the supplier, contractor, or consultant.
12. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PMO-Surigao may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
13. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its 2026 IRR.
14. The RFQ, Purchase Order (PO), and the other related documents for the above-stated Procurement project shall be deemed to form part of the contract.



After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

**FINANCIAL OFFER:**

| ITEM NO. | QTY. | UNIT  | DESCRIPTION / SPECIFICATION                                                                                                                                             | UNIT PRICE | TOTAL |
|----------|------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-------|
|          | 1    | lot   | Supply and delivery of Consumable Items for Carpentry/Masonry and Plumbing Maintenance Works and Repainting of Port Facilities, Port of Surigao and TMOs of PMO Surigao |            |       |
|          |      |       | <b>Materials:</b>                                                                                                                                                       |            |       |
| 1        | 46   | Pcs.  | Marine Plywood ¾"thk                                                                                                                                                    |            |       |
| 2        | 74   | Pcs.  | Marine Plywood ½"thk.                                                                                                                                                   |            |       |
| 3        | 10   | Pcs.  | Marine Plywood ¼"thk.                                                                                                                                                   |            |       |
| 4        | 6    | Pcs.  | Woodteck Formply ¾                                                                                                                                                      |            |       |
| 5        | 30   | M     | ¾"PVC Edging                                                                                                                                                            |            |       |
| 6        | 200  | Pcs.  | 1"x 2"x 8'Wood Lumber (Mangium)                                                                                                                                         |            |       |
| 7        | 180  | Pcs.  | 2"x 2" x 8'Wood Lumber (Mangium)                                                                                                                                        |            |       |
| 8        | 3    | Pcs.  | Stikwel 1kg                                                                                                                                                             |            |       |
| 9        | 10   | Kgs.  | Finishing Nails # 2                                                                                                                                                     |            |       |
| 10       | 10   | Kgs.  | Finishing Nails # 2 ½"                                                                                                                                                  |            |       |
| 11       | 10   | Kgs.  | Common Nails # 1"                                                                                                                                                       |            |       |
| 12       | 10   | Kgs.  | Common Nails # 2"                                                                                                                                                       |            |       |
| 13       | 10   | Kgs.  | Common Nails # 2 ½"                                                                                                                                                     |            |       |
| 14       | 5    | Kgs.  | Common Nails # 3"                                                                                                                                                       |            |       |
| 15       | 10   | Kgs.  | Common Nails #4"                                                                                                                                                        |            |       |
| 16       | 4    | Kgs.  | Gold Concrete Nails #1                                                                                                                                                  |            |       |
| 17       | 3    | Kgs.  | Gold Concrete Nails #2"                                                                                                                                                 |            |       |
| 18       | 3    | Kgs.  | Gold Concrete Nail #3                                                                                                                                                   |            |       |
| 19       | 3    | Kgs.  | Gold Concrete Nail #4                                                                                                                                                   |            |       |
| 20       | 40   | Pcs.  | 330mm x 210mm x 180mm Plastmann Plastic Crate for Nails                                                                                                                 |            |       |
| 21       | 20   | Pcs.  | 220mm x 150mm x 130mm Plastmann Plastic Crate for Nails                                                                                                                 |            |       |
| 22       | 25   | Pcs.  | 580mm x 350mm x 260mm Plastmann Plastic Crate for Screws                                                                                                                |            |       |
| 23       | 1    | units | Staple Gun Tacker Heavy Duty                                                                                                                                            |            |       |
| 24       | 5    | boxes | Gun Tacker 100pcs (refill)                                                                                                                                              |            |       |
| 25       | 10   | Pcs.  | Kwikset Keyed Door Knob Heavy Duty                                                                                                                                      |            |       |
| 26       | 5    | Pcs.  | Door Leverset Heavy Duty                                                                                                                                                |            |       |
| 27       | 4    | Pcs.  | Stainless Piano Hinges (6ft)                                                                                                                                            |            |       |
| 28       | 10   | pair  | Loosepin Hinges                                                                                                                                                         |            |       |
| 29       | 20   | pair  | Full Overlay Concealed Hinges                                                                                                                                           |            |       |
| 30       | 20   | pair  | Half Overlay Concealed Hinges                                                                                                                                           |            |       |



**BAGONG PILIPINAS**

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|    |     |       |                                                      |  |  |
|----|-----|-------|------------------------------------------------------|--|--|
| 31 | 20  | pair  | Concealed Hinges Inset                               |  |  |
| 32 | 20  | pair  | Stainless Invisible Hinge                            |  |  |
| 33 | 20  | Pcs.  | Stainless Modern 62mm Cabinet Handle                 |  |  |
| 34 | 15  | pair  | Ball-Bearing Soft Close Drawer Slide 14-inch         |  |  |
| 35 | 15  | pair  | Ball-Bearing Soft Close Drawer Slide 16-inch         |  |  |
| 36 | 15  | sets  | Full Extension Drawer Slide Soft Closing 450mm       |  |  |
| 37 | 20  | Pcs.  | Analok Aluminum Angle ½" x ½" x 10'                  |  |  |
| 38 | 2   | sets  | Wood Drill 15 / 20 / 25 / 30 / 35mm                  |  |  |
| 39 | 2   | box   | Wood Black Screw # ¾" (500pcs/box)                   |  |  |
| 40 | 2   | box   | Wood Black Screw #1" (500pcs/box)                    |  |  |
| 41 | 2   | box   | Wood black Screw #1 ½" (500pcs/box)                  |  |  |
| 42 | 3   | box   | Metal Black Screw # ¾" (500pcs./box)                 |  |  |
| 43 | 3   | box   | Metal Black Screw # 1" (500pcs/box)                  |  |  |
| 44 | 3   | box   | Metal Black Screw # 1 ½" (500pcs/box)                |  |  |
| 45 | 3   | box   | Metal Black Screw # 2" (500pcs/box)                  |  |  |
| 46 | 48  | Pcs.  | Construction Safety Gloves (Cloth)                   |  |  |
| 47 | 2   | sets  | 900mm x 2100mm Solid Wood Panel Door Mahogany        |  |  |
| 48 | 3   | sets  | 800mm x 2100mm Solid Wood Panel Door Mahogany        |  |  |
| 49 | 2   | sets  | 700mm x 2100mm Solid Wood Panel Mahogany             |  |  |
| 50 | 24  | Pcs.  | Plate Type Caster (Swivel) 2 inches Nylon with Brake |  |  |
| 51 | 1   | roll  | Blue/Orange Sack Trapal                              |  |  |
| 52 | 4   | rolls | Safety Net Shield 12 x 5 x 100m                      |  |  |
| 53 | 4   | rolls | Nylon Rope #14                                       |  |  |
| 54 | 20  | packs | Cable Tie 4.8mm                                      |  |  |
| 55 | 24  | Pcs.  | Heavy Duty Rubber Wheel Swivel Ball Caster 4cm       |  |  |
| 56 | 15  | Pcs.  | Cabinet Drawer Lock YALE                             |  |  |
| 57 | 80  | Pcs.  | 150mm x 900mm Arko Vinyl Tiles                       |  |  |
| 58 | 1   | Gal.  | Vinyl Acrylic Glue                                   |  |  |
| 59 | 130 | Pcs.  | 400mm x 400mm Non Stick Ceramic Floor Tiles          |  |  |
| 60 | 7   | bags  | Heavy Duty Tile Adhesive 25kg                        |  |  |
| 61 | 10  | Bags  | Portland Cement                                      |  |  |
| 62 | 10  | Pcs.  | Heavy Duty Steel Shovel                              |  |  |
| 63 | 7   | Gals. | Liquid Tile Primer                                   |  |  |
| 64 | 7   | Gals. | Liquid Tile Gloss White                              |  |  |
| 65 | 5   | Gals. | Liquid Tile Reducer                                  |  |  |
| 67 | 40  | Pcs.  | Baby Paint Roller 4"with handle                      |  |  |
| 68 | 100 | Pcs.  | Baby Paint Roller 4" (refill)                        |  |  |
| 69 | 1   | unit  | Paint Industrial Air Compressor 2HP                  |  |  |
| 70 | 2   | units | Stainless Steel Paint Spray Gun 1000cc               |  |  |
| 72 | 5   | Gals. | Epoxy Reducer                                        |  |  |
| 73 | 5   | Gals. | Epoxy Enamel White                                   |  |  |
| 74 | 10  | Gals. | Epoxy Enamel Gray                                    |  |  |

[illegible]

**Company/Business Name**

Signature of Representative over Printed Name

Tax Identification No. (T.I.N.)

### Address & Contact Number

Date \_\_\_\_\_