

REQUEST FOR QUOTATION

NO. PG-ZAM-2023-02-004

Dated: February 23, 2023

(SMALL VALUE PROCUREMENT)

The Philippine Ports Authority, Port Management Office of Zamboanga, Bids and Awards Committee invites suppliers to submit price quotation for the One (1) Lot Supply of Manpower, Tools/Equipment, and Provision of Basic & Specialized PPE for the Collection, Transportation and Treatment of Hazardous Waste at PPA, PMO-Zamboanga.

Enclosed herewith are the Canvass Form, Instruction to Suppliers and Terms of Reference (TOR). Bids/Quotations received in excess of the ABC in the amount of Php299,478.00 shall be automatically rejected at Bid opening.

Procurement will be conducted in consonance with Section 53.9 (Small Value Procurement) of the Revised Implementing Rules and Regulations Part A (IRR-A) of Republic Act 9184 (R.A. 9184), otherwise known as the "Government Procurement Reform Act". A contract will only be awarded to the Lowest Calculated Responsive Quotation.

The Opening of Sealed Quotation Envelopes shall be at 2:00 PM, March 06, 2023, Conference Room, 2nd Floor PPA Administration Building, Port Area, Zamboanga City.

For further inquiries on the procurement to be bid, please contact Ms. Jhoan B. Carrillo (Secretariat Member) or Ms. Marietta M. Miñoza (TWG Head for Goods & Services) at the Admin. Office, 2nd Floor, PPA Admin. Bldg., Port Area, Zamboanga City, Tel. No. (062) 991-2037 loc. 111 or 112.

The PPA, PMO-Zamboanga reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.



ARTHUR B. NOGAS

Chairperson, PMO-ZAMBOANGA-BAC

PPA website: www.ppa.com.ph

PhilGeps Website: www.philgeps.net

Date of Publication: February 27 – March 06, 2023

PORT MANAGEMENT OFFICE – ZAMBOANGA

R.T. Lim Boulevard, Zamboanga City 7000, Philippines

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Email : ppa.pmozamboanga@gmail.com/pmozamboanga@ppa.com.ph website: www.ppa.com.ph



INSTRUCTION TO SUPPLIERS

1. The PPA, PMO-Zamboanga shall validate whether it is entering into a contract with a technically, legally and financially capable supplier or contractor by requiring the submission of prescribed documentary documents.
2. Invited supplier/s shall submit the prescribed documentary requirements under the Small Value Procurement pursuant to ANNEX "H" APPENDIX A of RA 9184 and its amendments per GPPB Resolution No.21-2017 dated 30th May 2017.

The following documentary requirements shall be submitted in a separate envelope during the Opening of Sealed Quotation Envelopes:

A. For Individual(s)/Sole Proprietorship

- a) BIR Certificate of Registration
- b) PhilGeps Registration Number
- c) Income /Business Tax Return CY 2021
- d) Duly Notarized Omnibus Sworn Statement (refer to attached prescribed format)

B. For Corporation/Cooperative/Partnership

- a) Mayor's Permit CY 2023
- b) PhilGeps Registration Number
- c) Income /Business Tax Return CY 2021
- d) Duly Notarized Omnibus Sworn Statement (refer to attached prescribed format)

N.B. Please refer to attached Terms of Reference (TOR) for the additional Documentary requirements

- C. Certificate of Platinum Membership may be submitted in lieu of the above-requirements (for items a & b only).
 - D. Supplier/s who already submitted the above-mentioned requirements (a & b only) or maintained an updated file (a & b only) with the Office, may no longer require its re-submission. The Office shall issue the Eligibility Certificate before the opening of bids.
 - E. Supplier/s who may not complete the submission of the above-mentioned requirements during the opening of sealed quotation envelopes, shall be allowed to submit the lacking requirements within three (3) days upon receipt of Notice of Bid Results.
 - F. Failure to comply the above-mentioned requirements shall constitute cancellation of award to the winning bidder.
3. Sealed Quotation Envelope shall be submitted before the above-mentioned deadline. Late submission of quotation envelope shall not be accepted. Price Quotation in excess of ABC shall be automatically disqualified.
 4. All price quotations shall be valid for a period of thirty (30) calendar days from the opening of sealed quotation envelopes and shall be inclusive of the applicable value added tax (VAT).
 5. Canvass Form shall be properly filled up indicating the total price quotation/s or offer/s of the invited supplier/s. Please do not leave blank any required item/s in the said canvass form, any erasure/s or interlineation/s shall be signed by the supplier/s.
 6. The evaluation and award of contract shall be based on a lot basis not higher than the ABC, hence the supplier shall reflect its total price quotation for one (1) lot in the said canvass form.

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PHILIPPINE PORTS AUTHORITY
 Port Management Office-Zamboanga
 R. T. Lim Boulevard, Port Area
 Zamboanga City
 Telephone No. (062) 991-2037

CANVASS FORM
 NO. 2023-02-015

Date : February 23, 2023
 PR No. : ZAM-044-2023
 Dated : February 21, 2023

 (Supplier)

Gentlemen: Please quote your government price/s for the service/s listed hereunder:

Item No.	Qty	Unit	Item Description	No of Unit	Unit cost	Total Cost
1	1	Lot	One (1) Lot Supply of Manpower, Tool/Equipment and Provision of Basic & Specialized PPE for the Collection, Transportation and Treatment of Hazardous Waste at PMO-Zamboanga, Zamboanga City a. Collection and Packaging; b. Freight and Handling; c. Treatment; 1. I101: Used Oil 2. D407: Bulb Tube/Bulb & Emergency Light 3. D406: Lead Acid Battery 4. M506: Electrical Waste (Computer Wire) & Used Printer Cartridge 5. I 104: Used Oil Filter 6. J201: Paint Container Terms and Conditions: 1. Approved Budget for the Contract (ABC) Php299,478.00 2. Term of Payment – 100% Payment upon completion 3. Project Duration - 130 Calendar Days; 4. Performance Security - in accordance with schedule provided under Sect. 39.2 of RA 9184; 5. Warranty: One (1) year after acceptance; 6. Quotations should be submitted in a sealed envelope; 7. Detailed breakdown of Bill of Quantities. 8. Terms of Reference (Hazardous Waste Disposal)			

Please submit your quotation **on or before 2:00 PM March 06, 2023.**

Very truly yours,


MELANIE C. BARRIOS
 GSO/Acting Procurement Officer B
 Canvasser


FRANCISCA CLARISSA P. DAGOY
 Administrative Division Manager

NOTE: Please fill-up Form A and submit in a sealed envelope addressed to:

THE BAC, Chairperson
 PMO, ZAMBOANGA - BAC
 PPA, PMO-zamboanga
 Port Area, Zamboanga City

AUTHORIZED SIGNATURE

 Name of Supplier/Firm/Company

 Date



Project: One (1) Lot Supply of Manpower, Tool/Equipment and Provision of Basic & Specialized PPE for the Collection, Transportation and Treatment of Hazardous Waste at PMO-Zamboanga, Zamboanga City

Location: Port of Zamboanga, PMO-Zamboanga, Zamboanga City

Owner: Base Port, PMO - Zamboanga

Subject: Supply of Manpower, Tool/Equipment and Provision of Basic & Specialized PPE for the Collection, Transportation and Treatment of Hazardous Waste

Item	Description	Unit	Qty.	Unit Cost	Amount
Scope of Works:					
HW Transporter					
The HW Transporter will provide the following services and reflect it in the Online Hazardous Waste Management Manifest System.					
<ul style="list-style-type: none"> a. To secure Authority to Transact to Port of Zamboanga; b. To collect HW and provide/replace adequate container/s; c. To update the manifest (Vehicle and Date of Transport); d. To update the manifest volume; e. To concur the volume; f. To deliver the waste to the Treatment, Storage and Disposal Facility (TSD); g. To provide necessary equipment (emergency spill kit) as per Emergency Spill Response Plan. 					
HW Treatment Storage and Disposal Facility					
The HW TSD will provide the following services and reflect it in the Online Hazardous Waste Management Manifest System.					
<ul style="list-style-type: none"> a. Acknowledged the manifest; b. Update the treatment; c. Issue the two (2) copies of the Certificate of Treatment (COT). 					
I	Treatment:	Lump	1		
	Used Oil (I101)	L	1,117.9		
	Bulb Tube/Bulb & Emergency Light (D407)	Kgs.	92.4		
	Lead Acid Battery (D406)	Kgs.	55.3		
	Electrical Waste (Computer Wire) & Used Printer Cartridge (M506)	Kgs.	159.6		
	Used Oil Filter (I104)	Kgs.	131.6		
	Paint Container (J201)	Kgs.	265.3		
X X X Nothing Follows X X X					
A	TREATMENT COST				
B	LABOR COST				
C	EQUIPMENT COST				
D	DIRECT COST; [(A) + (B) + (C)]				
E	OCM [Up to 15% OF (D)]				
F	PROFIT [Up to 10% OF (D)]				
G	12% VAT OF [(D)+(E)+(F)]				
H	TOTAL PROJECT COST; [(D) + (E) + (F) + (G)]				<u>≤Php299,478.00</u>

Note: Based on the approved program of works.

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. 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;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* 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.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]



TERMS OF REFERENCE

COLLECTION AND TRANSPORT, TREATMENT, STORAGE AND DISPOSAL (TSD) OF HAZARDOUS WASTE

I. PROJECT DESCRIPTION

The Philippine Ports Authority (PPA), Port Management Office-Zamboanga (PMO-Zamboanga), a DENR-EMB registered Hazardous Waste (HW) Generator with Certificate Registration M-GR-R9-73-00001 will undertake the procurement of One (1) Lot Supply of Manpower, Tool/Equipment and Provision of Basic & Specialized PPE for the Collection, Transportation and Treatment of Hazardous Waste at PMO-Zamboanga, Zamboanga City.

II. OBJECTIVES

- a. To comply with the requirements of Republic Act (R.A. 6969): Toxic Substances and Hazardous and Nuclear Waste Control Act and its IRR;
- b. To comply with the Online Hazardous Waste Management System;
- c. To safely transport the HW to the TSD Facility for proper treatment in an environmentally sound manner;
- d. To respond as per emergency preparedness and spill response plan.

III. ELIGIBILITY REQUIREMENT

Only HW Transporter and HW Treatment, Storage and Disposal Facility found to be legally, technically, and financially capable will be evaluated and shall comply with the following eligibility criteria:

	<u>Documentary Requirements</u>
a.	Mayor's / Business Permit
b.	PhilGEPS Registration Number/Certificate
c.	Income / Business Tax Return
d.	Omnibus Sworn Statement
	<u>Other Requirements per DAO No. 2013-22 "Revised Procedures re: RA 6969"</u>
e.	DENR-EMB Registered for Hazardous Waste Transporter (Type of Waste: I101, D407, D406, M506, I104, J201)
f.	DENR-EMB Registered for Hazardous Waste Treatment, Storage, and Disposal (TSD) (Type of Waste: I101, D407, D406, M506, I104, J201)
g.	Emergency preparedness and response (EPR) plan and equipment
h.	Route Plan
	<u>For Joint Venture</u>
	Omnibus Sworn Statement for Joint Venture
	Each partner of the Joint Venture shall submit their respective PhilGEPS Certificate of Registration in accordance with Section 8.5.2 of the Revised IRR of R.A. 9184.



By the act of submitting the accomplished Quotation, shall be deemed to have inspected the site, determined the general characteristics of the contracted works and conditions, such as the location and the nature of work, climatic conditions, transportation facilities available, nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of resources and other factors that may affect the cost, duration and execution or implementation of the contract or work and examine all instructions, forms, requirements in the Terms of Reference.

IV. SCOPE OF WORKS

HW Transporter

The HW Transporter will provide the following services and reflect it in the Online Hazardous Waste Management Manifest System.

- a. To secure Authority to Transact to Port of Zamboanga;
- b. To collect HW and provide/replace adequate container/s;
- c. To update the manifest (Vehicle and Date of Transport);
- d. To update the manifest volume;
- e. To concur the volume;
- f. To deliver the waste to the Treatment, Storage and Disposal Facility (TSD);
- g. To provide necessary equipment (emergency spill kit) as per Emergency Spill Response Plan.

HW Treatment Storage and Disposal Facility

The HW TSD will provide the following services and reflect it in the Online Hazardous Waste Management Manifest System.

- a. Acknowledged the manifest;
- b. Update the treatment;
- c. Issue the two (2) copies of the Certificate of Treatment (COT).

V. RESPONSIBILITY

HW Transporter

Ensure that the HW are transported from HW Generator to the contracted HW TSD Facility in a timely manner using a conveyance system previously approved by EMB and driven by a designated driver with appropriate competency on HW management.

HW Treatment Storage and Disposal Facility

Ensure that HW are treated until they are rendered non-hazardous based on the previously approved process by EMB to be substantiated through a Certificate of Treatment (COT) issued within 45 days from acceptance of the HW.

VI. TRANSPORT REQUIREMENTS

HW Transporter

Ensure that the driver keeps the following in the vehicle during transport:

- HW Manifest;
- Permit to Transport (PTT);
- Emergency preparedness and response (EPR) plan and equipment;
- Communication equipment;
- Approved route from Generator to TSD Facility;
- Provide adequate aids to the driver during transport;
- Ensure vehicles have warning signs, placards, and labels;
- Receive wastes that are properly packed and labelled;
- Specify the vessel name in case of inter-island shipment;
- Provide appropriate constrainers to avoid mixing of wastes during transport, trans-shipment, and storage.

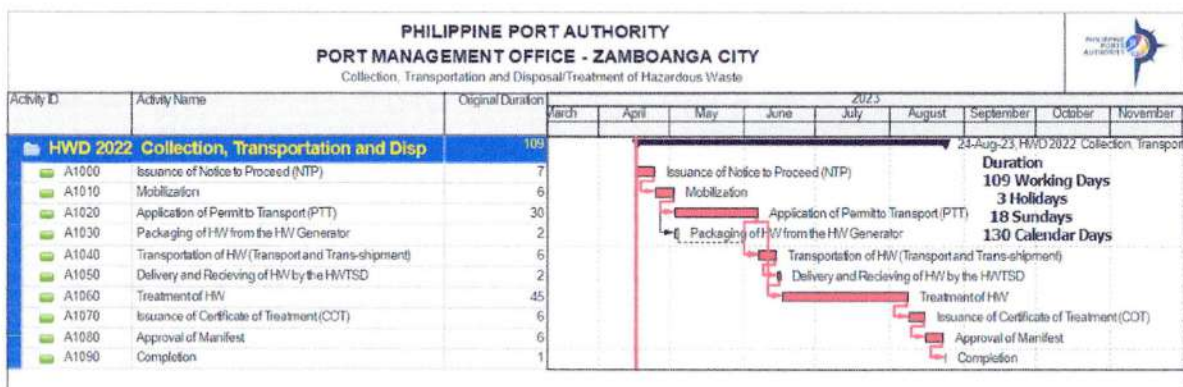
VII. COMPLETION OF HW MANIFEST

HW Treatment Storage and Disposal Facility

Treat wastes and issue Certificate of Treatment (COT) to the Generator within 45 days from receipt of wastes.

VIII. WORK SCHEDULE

INDICATIVE SCHEDULE OF ACTIVITIES:





IX. REFERENCES

- a. Certificate of Registration: M-GR-R9-73-00001, Hazardous Waste (HW) Generator;
- b. Republic Act (R.A.) No. 6969: An Act to Control Toxic Substances and Hazardous and Nuclear Wastes, Providing Penalties for Violations Thereof, and for Other Purposes;
- a. DENR Administrative Order (DAO) 1992-29: Implementing Rules and Regulations of R.A. 6969.
- b. Module 2A-Self-Monitoring Report: R.A. 6969 (CCO Report)

X. FORMS

- a. Omnibus Sworn Statement

Prepared by:


AISHAR Y. HADJIRUL
Chief Safety Officer/
Acting Environmental Specialist

Recommending Approval:


ARTHUR B. NOGAS
PSD Manager

Approved by:


ARCIDI S. JUMAANI
Port Manager