



PHILIPPINE
PORTS
AUTHORITY



BAGONG PILIPINAS

REPUBLIC OF THE PHILIPPINES
PHILIPPINE PORTS AUTHORITY
Port Management Office of Zamboanga
RT Lim Boulevard, Zamboanga City

REQUEST FOR QUOTATION

NO. PG-ZAM-2025-07-015

Dated: July 09, 2025

(NEG. PROCUREMENT-SMALL VALUE PROCUREMENT)

The Philippine Ports Authority, Port Management Office of Zamboanga (PPA, PMO-Zamboanga), through its Bids and Awards Committee intend to procure “ **One (1) Lot Supply of Manpower, Tools/Equipment and Provision of Basic & Specialized PPE for the Collection, Transportation and Treatment of Hazardous Waste at PMO-Zamboanga, Zamboanga City.**” in accordance with Sec. 53.9, Negotiated Procurement- Small Value Procurement, of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Enclosed herewith are the Canvass Form and the Instruction to Suppliers. Bids/Quotations received in excess of the ABC in the amount of **ABC (Php 348,337.93)** shall be automatically rejected at Bid opening.

Procurement will be conducted in consonance with Section 53.9 (Negotiated Procurement-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 Envelopes shall be at 2:00 PM, July 22, 2025 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. Reina Mechelle A. Rentutar (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.


JEZREL J. GESULGON

BAC Chairperson, PMO-ZAMBOANGA 

PPA website: www.ppa.com.ph

PhilGEPS Website: www.philgeps.net

Date of Publication: **July 18-22, 2025**

PORT MANAGEMENT OFFICE - ZAMBOANGA

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

PO Box No. 360 Tel. Nos. (062) 991-2037 to 2039; 991-0650 TeleFax (062) 991-2360;

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

INTEGRATED MANAGEMENT SYSTEM





BAGONG PILIPINAS

TERMS AND CONDITIONS

ANNEX "A"

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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 during the opening of Sealed Quotation Envelopes together with the Financial Documents.

A. For Individual(s)/Sole Proprietorship

- a) Certified True Copy of BIR Certificate of Registration
- b) Certified True of Mayor's Permit 2025
- c) PhilGEPS Registration Number /PhilGEPS Platinum Certificate
- d) Duly Notarized Omnibus Sworn Statement, 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.

B. For Corporation/Cooperative/Partnership

- a) Certified True Copy Mayor's Permit/Business Permit CY 2025
- b) PhilGEPS Registration Number/ PhilGEPS Platinum Certificate
- c) Duly Notarized Omnibus Sworn Statement, 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.
- d) Income /Business Tax Return CY 2024

Other Documentary Requirements per DAO No. 2013-22 "Revised Procedures re: RA 6969:

- a) DENR-EMB Registered for Hazardous Waste Transporter (Type of Waste: I101, D407, D406, M506, I104, J201)
- b) DENR-EMB Registered for Hazardous Waste Treatment, Storage, and Disposal (TSD) (Type of Waste: I101, D407, D406, M506, I104, J201)
- c) Emergency preparedness and response (EPR) plan and equipment
- d) Route Plan

For Joint Venture:

- a) Omnibus Sworn Statement for Joint Venture
- b) 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.
- c) Memorandum of Agreement between the EMB-Accredited transporter contractor and the EMB-accredited treatment facility, along with the step-by-step DENR-EMB-approved treatment process.

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.

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E. The above mentioned documents shall be submitted in a sealed envelope by courier or hand carried to the PPA, PMO-Zamboanga-BAC on or before **July 22, 2025, 2:00 P.M Conference Room, 2nd Floor PPA Administration Building, Port Area, Zamboanga City** addressed to:

COMPANY: (Indicate name of Company)

NAME OF PROJECT: (Indicate name of the project)

JHOAN B. CARILLO

BAC- Secretariat Member

Philippine Ports Authority

Port Management Office of Zamboanga

RT Lim Boulevard, Zamboanga City

F. Failure to comply with the instruction and to submit the above-mentioned requirements shall be ground for disqualification.

3. Late submission of quotation envelope shall not be accepted and Price Quotation in excess of ABC shall be automatically disqualified.
4. Price quotation/s, to be dominated in Philippine Peso shall include all taxes, duties and/or levies payable.
5. All price quotations shall be valid for a period of **one hundred twenty (120) calendar days** from the opening of sealed quotation envelopes and shall be inclusive of the applicable value added tax (VAT).
6. 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.
7. The project shall be awarded to the proponent determined to have submitted the complete documents and lowest calculated quotation.
8. For and in consideration of the full, satisfactory and faithful performance by the Service Provider of all its undertaking defined and provide for under this Terms of Reference and contract documents, the Authority agrees to pay the amount prescribed on the agreement signed inclusive of 12% Value Added Tax and other government taxes after submission of Certificate of Treatment (COT).
9. Liquidating damages equivalent to one-tenth of one (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PPA, PMO-Zamboanga may terminate the contract/PO 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.

CONFORME:

Signature Over Printed Name
(Authorized Representative)

Position/Designation

Telephone No

PORT MANAGEMENT OFFICE - ZAMBOANGA

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

PO Box No. 360 Tel. Nos. (062) 991-2037 to 2039; 991-0650 TeleFax (062) 991-2360;

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

INTEGRATED MANAGEMENT SYSTEM



BID FORM/PRICE QUOTATION FORM
NO. 2025-07-066

Date

JEZREL J. GESULGON
Chairperson, PMO-Zamboanga
Philippine Ports Authority
Port Management Office of Zamboanga
RT Lim Boulevard, Zamboanga City

Sir/Madam:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

Item No.	Qty	Unit	Item Description	Unit cost	Total Amount (inclusive VAT)
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		
			Kindly indicate cost breakdown of the following:		
			a. Collection and Packaging;		
			b. Freight and Handling;		
			c. Treatment;		
	585	Liters	1. I101: Used Oil		
	20.1	kg	2. D407: Bulb Tube/Bulb & Emergency Light		
	10	kg	3. D406: Lead Acid Battery		
	27.5	kg	4. M506: Electrical Waste (Computer Wire) & Printer Cartridge		
	185	kg	5. I 104: Used Oil Filter		
	3	kg	6. J201: Paint Container		
			Approved Budget Contract (ABC): P 348,337.93		
			Total Amount in Figures:		
Total Amount in Words:					

Very truly yours,

Signature Over Printed Name
(Authorized Representative)

Position/Designation

Company Name

Company Address

Contact Number

TERMS OF REFERENCE

COLLECTION AND TRANSPORT, TREATMENT, STORAGE AND DISPOSAL (TSD) OF HAZARDOUS WASTE BY EMB ACCREDITED SERVICE PROVIDER

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 OL-GR-R9-73-018043 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.
	Memorandum of Agreement between the EMB-Accredited transporter contractor and the EMB-accredited treatment facility, along with the step-by-step DENR-EMB-approved treatment process.

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. OBLIGATIONS AND RESPONSIBILITIES OF THE CONTRACTOR

- a. 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.
- b. The requirements for loading of hazardous wastes to container van to include equipment and manpower shall be the responsibility of the contractor. PPA-PMO Zamboanga shall not to be held responsible for any unwanted incident that could happen during the event.
- c. All required permits, clearances, and other documents which are necessary for the implementation of the hazardous waste transport, treatment, storage, and disposal activities shall be processed by the contractor.

- d. For joint venture, the hazardous waste transporter contractor shall provide evidence that the waste treatment facility where he will bring the wastes for treatment is also EMB accredited through submission of Memorandum of Agreement with their Treater as well as the step-by-step procedure of the treatment process that was being done and approved by DENR-EMB.
- e. The contractor together with the PPA – PMO Zamboanga Representative/s must thoroughly check to ensure that the hazardous wastes are securely contained thru usage of suitable containers, correct labelling and packaging prior to loading and transport.
- f. The PPA – PMO Zamboanga shall be rendered FREE from any civil, criminal or administrative liability arising from or out of violation by the contractor or his duly authorized representative/s of rule or ordinance in carrying out its obligations base from this agreed contract.
- g. The hazardous wastes transporter contractor shall be held solely liable for any unfavorable incident such as accidental spillage and others that could happen to the transported items along the way to hazardous wastes treatment facilities.
- h. That contractor must implement the manifest system to ensure transported hazardous wastes are "NEVER LOST" and will arrive at permitted treatment facility safely and completely.
- i. For joint venture, it is the sole responsibility of the hazardous wastes transporter to find EMB accredited waste treatment, storage, and disposal facility.
- j. A Manifest of Treatment, Permit to Transport (PTT), and Certificate of Treatment (COT) must be forwarded to the PPA-PMO Zamboanga for verification if indeed it was done accordingly.
- k. 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:

- a. HW Manifest;
- b. Permit to Transport (PTT);
- c. Emergency preparedness and response (EPR) plan and equipment;
- d. Communication equipment;
- e. Approved route from Generator to TSD Facility;
- f. Provide adequate aids to the driver during transport;
- g. Ensure vehicles have warning signs, placards, and labels;
- h. Receive wastes that are properly packed and labelled;

- i. Specify the vessel name in case of inter-island shipment;
- j. 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. REFERENCES

- a. Certificate of Registration: OL-GR-R9-73-018043, 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)

IX. FORMS

- a. Omnibus Sworn Statement

CONFORME:

Signature Over Printed Name
(Authorized Representative)

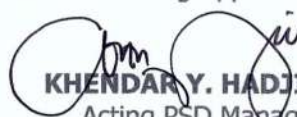
Position/Designation

Telephone No.

Prepared by:


LALAIN L. LEDESMA
Environmental Specialist

Recommending Approval:


KHENDAR Y. HADJIRUL
Acting PSD Manager

Approved by:


ARCIDI S. JUMAANI
Port Manager
7/9/18

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]



ACKNOWLEDGEMENT RECEIPT OF BID/CANVASS PAPERS

This is to certify that I have received from the canvasser of the Philippine Ports Authority, this City, a copy of **Canvass/Bid No. 2025-07-066** dated July 08, 2025 as indicated by my signature hereunder.

Dealer or Bidder (Company name)	Print Name (Representative)	Signature of Bidder	Contact No.	Date

I hereby certify that I have delivered a copy of Canvass/Bid No. 2025-07-066 dated July 09, 2025 to be opened on **July 22, 2025 at 2:00 PM** to the above dealers/bidders.

NECITA B. HALIM

Name & Signature of Canvasser