REQUEST FOR QUOTATION
(SMALL VALUE PROCUREMENT)

The Philippine Ports Authority, PMO – Zamboanga Bids and Awards Committee now invites suppliers/contractors to submit price quotations for the **ONE (1) LOT SUPPLY OF MATERIALS FOR THE MAINTENANCE OF PPD BUILDING - CONCRETE BEAM AND FENCE AT ENTRANCE GATE, PPD COMPOUND, PORT OF ZAMBOANGA, ZAMBOANGA CITY.**

Bids/Quotations received in excess of the **ABC (Php60,422.62)** 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". Only sealed bids/Quotations from **eligible bidders** will be opened and a contract will only be awarded to the Lowest Calculated Responsive Quotation.

The Opening of Sealed Quotation Envelopes shall be at **10:00 AM, September 9, 2025**, Conference Room, 2nd Floor PPA Administration Building, Port Area, Zamboanga City.

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.

For further information, please refer to:

The TWG/Secretariat, PMO-ZAMBOANGA-BAC
PPA, PMO-Zamboanga, Port Area, Zamboanga City 7000
Tel Nos. (062) 991-2037, (062) 991-0650; Fax No. (062) 991-2360

JEZREL J. GESULGON
BAC Chairperson
PPA, PMO-Zamboanga, Port Area, Zamboanga City 7000

PPA website: *www.ppa.com.ph*
PhilGEPS Website: www.philgeps.net
Date of Publication: August 25, 2025 to September 01, 2025

*Project No.:*_____
PR Nos.: ZAM-261-2025(M)
*Canvass Ref.:*_____

Encl.:

- *Canvass Form*
- *Approved Agency Estimate*

BAGONG PILIPINAS

PHILIPPINE PORTS AUTHORITY

INSTRUCTION TO SUPPLIERS

1. Invited Suppliers 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 30 May 2017 (Updated as of 15 April 2023).

   The prescribed documentary requirements shall be enclosed and sealed in a separate envelope and to be submitted together with the sealed price quotation envelope on or before the Opening of Price Quotation. Two envelopes shall be received by the BAC Secretariat.

   A. For Individual(s)/Sole Proprietorship/Corporation/Partnership;
      a) Mayor's/Business Permit
      b) PhilGEPS Reg. Number
         i. Valid Certificate of Platinum Membership in lieu of Mayor's/Business Permit and PhilGEPS Registration Number
      c) Philippine Contractors Accreditation Board (PCAB) License
      d) Income/Business Tax Return CY 2024
      e) Omnibus Sworn Statement

   B. Eligibility Compliance Certificate issued by the Office can be submitted by the Supplier in lieu of the above items, provided that Permit(s)/License(s) are within the validity period at the time of the opening of price quotations;

   C. The Supplier/s shall be allowed to submit the lacking requirements within three (3) days upon receipt of the Notice of Bid Results;

   D. Failure to comply the above-mentioned requirements within the prescribed period shall constitute cancellation of award to the winning supplier.

2. Sealed Quotation Envelope shall be submitted before the deadline as indicated in the Request for Quotation. Late submission of quotation envelope shall not be accepted. Price quotation in excess of ABC shall be automatically disqualified.

   Price Quotation Envelope shall be submitted by the Authorized Representative to the BAC Secretariat at the ESD Office, 3rd Floor, PPA Administration Building, Port of Zamboanga, Zamboanga City.

3. All price quotations shall be valid for a period of **120** calendar days from the opening of sealed quotation envelopes and shall be inclusive of applicable value added tax (VAT).

4. Prescribed 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 initialed by supplier/s.

   Canvass Form shall be supported by the Summary Sheet/Breakdown of Estimate indicating the Unit Price of construction materials, labor, tools rated, and other costs used in coming up with the Quotation/Bid.

5. The evaluation and award of contract is by **lot basis** and shall not exceed the ABC of the project to be bid. Hence, the supplier/s shall reflect its total price quotation for one (1) lot in the prescribed canvass form.

PHILIPPINE PORTS AUTHORITY

CANVASS FORM

Date:

JO/PR Number: ZAM-261-2025 (M)

(Supplier)

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

Item No.	Qty	Unit	Articles	Unit Cost	Amount
1.0	1.0	Lot	Repainting Works – Concrete Beam and Fence • Installation/Dismantling of Scaffolding – 84.00 m² • Concrete Beam and Fence – 65.40 m²		
			x-x-x-Nothing Follows-x-x-x		

Terms and Conditions:

1. Term of Payment – 100% Payment upon completion;
2. Project Duration - 8 Calendar Days;
3. Performance Security – in accordance with schedule provided under Section39.2 of RA 9184;
4. Warranty: One (1) year after acceptance;
5. Quotation should be submitted in a sealed envelope.
6. Please submit sealed quotation envelope on or before: **10:00 AM, September 9, 2025**
X X X Nothing Follows X X X

MAHSON S. UKKOH
Canvasser

Very truly yours,

TASHMA H. ASID-MAADIL
ESD Manager

The above price/s and/or quotation/s for the article/s you wish to purchase/repair is/are available within _____ from the date of quotation.

AUTHORIZED SIGNATURE

Name of Supplier/Firm/Company
Date:

APPROVED AGENCY ESTIMATES

Project: One (1) Lot Supply of materials for the Maintenance of PPD Building - Concrete Beam and Fence at Entrance Gate, PPD Compound, Port of Zamboanga, Zamboanga City

Location: Port of Zamboanga, Zamboanga City

Owner: PMO- Zamboanga

Subject: Maintenance of PPD Building - Concrete Beam and Fence at Entrance Gate, PPD Compound

Item	Description	Unit	Qty.	Unit Cost	Amount
Scope of Work: Repainting Works – Concrete Beam and Fence • Installation/Dismantling of Scaffolding – 84.00 m² • Concrete Beam and Fence – 65.40 m²					
	Materials:				
1	Concrete Neutralizer	Gal/s.	2.0		
2	Concrete Sealer/Primer	Gal/s.	3.0		
3	Patching Compound	Kg/s.	5.0		
4	Semi Gloss Latex	Gal/s.	6.0		
5	Paint Roller with Handle	Pc/s	10.0		
6	Paint Brush	Pc/s	10.0		
7	Paint Tray	Pc/s	4.0		
8	Sand Paper	Pc/s	20.0		
X X X Nothing Follows X X X					
A	MATERIAL COST				
B	LABOR COST				
C	EQUIPMENT COST				
D	DIRECT COST; [(A) + (B) + (C)]				
E	**OCM [15% OF (D)]**				
F	**PROFIT [Up to 10% OF (D)]**				
G	**5% VAT OF [(D)+(E)+(F)]**				
H	**TOTAL PROJECT COST; [(D) + (E) + (F) + (G)]**				**≤Php60,442.62**

PORT MANAGEMENT OFFICE - ZAMBOANGA
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