



**REQUEST FOR QUOTATION
(SMALL VALUE PROCUREMENT)
PG-ZAM-2022-09-023**

The Philippine Ports Authority, PMO–Zamboanga, Bids and Awards Committee for Engineering Projects now invites suppliers/contractors to submit price quotations for the **One (1) Lot Supply of Labor, Materials and Equipment for "Emergency Installation of Glass Window Panel Including Table Top Glass at New Admin. Room former Conference Room, Admin. Bldg. Port of Zamboanga, Zamboanga City"**.

Bids/Quotations received in excess of the **ABC (Php109,021.40)** 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 28, 2022**, 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

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PPA, PMO-Zamboanga, Port Area, Zamboanga City 7000

PPA website: www.ppa.com.ph

PhilGEPS Website: www.philgeps.net

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Encl.: Canvass Form and Approved Agency Estimate

PORT MANAGEMENT OFFICE - ZAMBOANGA

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CANVASS FORM

Date:

JO/PR Number:

ZAM-216-2022 (M)

(Supplier)

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

Item No.	Qty	Unit	Articles	Unit Cost	Amount
Scope of Works: One (1) Lot Supply of Labor, Materials and Equipment for "Emergency Installation of Glass Window Panel Including Tabletop Glass at New Admin. Room former Conference Room, Admin. Bldg. Port of Zamboanga, Zamboanga City"					
I	1	Lot	Glass Window Panel including Table Top Glass Includes: Supply, Delivery and Installation a. 1-3/4" X 4" Analok Frame & Dark Gray Glass complete with accessories (1.2m X 1.8m) b. 1-3/4" X 4" Analok Frame & Dark Gray Glass complete with accessories (1.2m X 1.6m) c. 1-3/4" X 4" Analok Frame with accessories (1.2m X 2.4m)Glass Available d. 1-3/4" X 4" Analok Frame with counter complete with accessories (1.2m X 2.4m)Glass Available e. 1-3/4" X 4" Analok Frame & provision of sliding window complete with accessories (1.2m X 1.8m) f. 1-3/4" X 4" Analok Frame & Dark Gray Glass complete with accessories (1.2m X 1.0m) g. 1/4" Clear Glass for Top Glass (0.40m X 1.45m) h. 1/4" Clear Glass for Top Glass (0.50m X 1.45m) Glass Available i. 1/4" Clear Glass for Top Glass (0.50m X 1.75m) j. 1/4" Clear Glass for Top Glass (0.60m X 1.25m)		

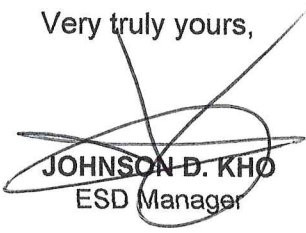
Terms and Conditions:

1. Term of Payment – 100% Payment upon completion
2. Project Duration - 14 Calendar Days;
3. Performance Security - in accordance with schedule provided under Sect. 39.2 of RA 9184;
4. Warranty: One (1) year after acceptance;



5. Quotations should be submitted in a sealed envelope;
6. Please submit your sealed quotation envelope on or before: <u>10:00 AM, September 28, 2022.</u>
7. Detailed breakdown of Bill of Quantities.


EUGENIO B. GALVEZ
Canvasser

Very truly yours,

JOHNSON D. KHO
ESD Manager

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

AUTHORIZED SIGNATURE

Name of Supplier/Firm/Company

Date: Quoted: _____

Price Valid for: _____

Terms: _____



APPROVED AGENCY ESTIMATES

Project: One (1) Lot Supply of Labor, Materials and Equipment for "Emergency Installation of Glass Window Panel Including Tabletop Glass at New Admin. Room former Conference Room, Admin. Bldg.

Location: Port of Zamboanga, Zamboanga City

Responsible Center: PMO- Zamboanga

Subject: Bill of Quantities and Materials.

Item	Description	Unit	Qty.	Unit Cost	Amount
Scope of Works:					
I	Glass Window Panel including Table Top Glass Including: Supply, Delivery, and Installation.	Lot	1		
	Materials: 1-3/4" X 4" Analok Frame & Dark Gray Glass complete with accessories (1.2m X 1.8m) 1-3/4" X 4" Analok Frame & Dark Gray Glass complete with accessories (1.2m X 1.6m) 1-3/4" X 4" Analok Frame with accessories (1.2m X 2.4m)Glass Available 1-3/4" X 4" Analok Frame with counter complete with accessories (1.2m X 2.4m)Glass Available 1-3/4" X 4" Analok Frame & provision of sliding window complete with accessories (1.2m X 1.8m) 1-3/4" X 4" Analok Frame & Dark Gray Glass complete with accessories (1.2m X 1.0m) 1/4" Clear Glass for Top Glass (0.40m X 1.45m) 1/4" Clear Glass for Top Glass (0.50m X 1.45m) Glass Available 1/4" Clear Glass for Top Glass (0.50m X 1.75m) 1/4" Clear Glass for Top Glass (0.60m X 1.25m)				
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 [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)]				≤Php109,021.40

Note: Based from the approved program of works and drawings.



INSTRUCTION TO BIDDER

1. The PPA, PMO-Zamboanga shall validate whether it is entering into a contract with a technically, legally and financially capable supplier/s 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. Eligibility Requirements for Small Value Procurement (Section 53.9) – Infrastructure Projects

Appendix A, Annex H of the 2016 Revised Implementing Rules and Regulations

- a) Mayor's/Business Permit
 - For individuals engaged under Sec. 53.6, 53.7 and 53.9 of the IRR of RA 9184, only BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit (Per Annex H, Appendix A of the GPPB Published 8th Edition Handbook on Philippine Government Procurement)
- b) PhilGEPS Registration Number
- c) PCAB License
- d) Income /Business Tax Return CY 2021
- e) Duly Notarized Omnibus Sworn Statement (refer to attached prescribed format)

B. Eligibility Compliance Certification

- 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.
 - 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.
 - 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 published deadline of submission. 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 One Hundred Twenty (120) 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 bidder/s or contractor. 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 bidder/s or contractor.
 6. The evaluation and award of contract shall be based on a lot basis not higher than the ABC, hence the bidder/s or contractor shall reflect its total price quotation for one (1) lot in the said canvass form.

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