



**PORT MANAGEMENT OFFICE OF NEGROS ORIENTAL/SIQUIJOR**  
Port Area, Brgy. Looc, Dumaguete City

**REQUEST FOR QUOTATION**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

Please quote your prices on the items of work listed below, subject to the Terms and Conditions on the reverse side. Submit your sealed quotation duly signed by your authorized representative not later than **9:00 A.M. on November 20, 2023.**

  
**MARY LOUISE C. MACALINO**  
 Chairperson, BAC

PROJECT: Repainting of Transit Shed (RM-NOS-05-23)  
 LOCATION: Port of Larena, Siquijor  
 APPROVED BUDGET FOR THE CONTRACT (ABC) : ₱ 508, 224.78  
 CONTRACT DURATION : Thirty Five (35) Calendar Days

ITEM NO.	UNIT	QTY.	SCOPE OF WORK	UNIT COST	TOTAL COST
<b>1.00</b>			<b>GENERAL EXPENSES</b>		
1.01	L.S.	1.00	Mobilization/Demobilization		
1.02	L.S.	1.00	Provide Safety Signage, Safety Devices & Health Program during execution of the project		
<b>2.00</b>			<b>REPAINTING OF TRANSIT SHED</b>		
2.01	sq. m.	2,337.48	Removal/scraping of loose paints including repair of cracks and other defects of the interior and exterior walling of transit shed		
2.02	sq. m.	2,337.48	Repainting of interior and exterior walling of transit shed including roll up doors		
<b>TOTAL AMOUNT</b>					

**TOTAL AMOUNT IN WORDS**

\_\_\_\_\_

\_\_\_\_\_

Name of Supplier/Contractor	Printed Name and Signature	Position



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**TERMS AND CONDITIONS**

1. Prospective Bidders shall submit their sealed quotation together with the following legal documents, to wit:
  - a. Certified Copy of Valid PCAB License and Registration (*Small B - Building and Industrial Plant*)
  - b. Company Profile (Form I & II attached);
  - c. Certified Copy of CY 2023 Mayor's Permit. If not yet available, a certified copy of the application for Mayor's Permit and proof of payment;
  - d. Certified Copy of Taxpayer's Identification Numer (TIN) and VAT Registration (BIR Certificate of Registration);
  - e. Certified Copy of Certificate of Registration with the Bureau of Domestic Trade in case bidder is single proprietorship (DTI Certificate of Registration);
  - f. Certified Copy of SEC Registration Certificate and Articles of Incorporation and By-Laws, if the bidder is a Corporation;
  - g. Financial Statements as of December 31, 2022 duly received and stamped by the Bureau of Internal Revenue;
  - h. Certified Copy of BIR Tax Clearance for CY 2023;
  - i. Certified Copy of Philgeps Certificate of Registration;
  - j. Proof of Ownership of minimum equipment required; and
  - k. Omnibus Sworn Statement.
2. A complete set of bidding documents can be secured from the BAC-Engineering Projects Secretariat at the PPA, PMO-NOS starting on October 18, 2023 during office hours and upon payment of non-refundable amount of Five Hundred Pesos (P 500.00) for the bidding documents.
3. Submission of all bidding requirements shall not be later than **9:00 A.M. on November 20, 2023** to the Secretariat of the Bids and Awards Committee. Opening of bids shall follow immediately at the PMO-NOS Conference Room in the presence of the bidder's representative.
4. The Approved Budget for the Contract (ABC) is **Five Hundred Eight Thousand Two Hundred Twenty Four Pesos and 78/100 Centavos (P 508,224.78)**.
5. Quotations in excess of the Approved Budget for the Contract (ABC) shall be automatically disqualified.
6. The project shall be completed within Thirty Five Calendar Days (35 CD) from date of contract effectivity.
7. The Authority reserves the right to reject any and all bids and to declare a failure of bidding or not to award the contract. Likewise, it assumes no responsibility to compensate the bidders for any expense incurred in the preparation of the bids.

After having carefully read and accepted your Terms and Conditions, I/We quote you on the item at prices noted at the attached RFQ.

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Printed Name/Signature

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Tel. No. / Cellphone No. / E-Mail Address

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Date