

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2021-12-652 RFQ No.: 2021-12-1107
End-user: BGMS Date: DEC 15 2021
Name of Project: ABC: ₱669,169.67

**UPGRADING OF SECRETARY'S COTTAGE AND TRAINING CENTER
TRANSFORMERS FROM SINGLE PHASE TO THREE PHASE POWER SUPPLY**

SMALL VALUE PROCUREMENT

Sir/Madam:

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at bacsec.car@dswd.gov.ph on or before DEC 20 2021 12:00PM.

ENRIQUE H. GASCON JR. 
OIC-ARDA/BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For total quoted price, quotations with a dash or zero shall be deemed free of charge.
3. All entries must be typewritten/printed/longhand. Any erasure in the quotation must be countersigned by the bidder/representative, otherwise quotation will be rejected.
4. The Procuring Entity may give due preference to goods being offered with green component.
5. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is as indicated in the next page.
7. Price validity shall be for a period of 120 calendar days from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier.
8. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
 - a. Updated Mayor's / Business Permit
 - b. PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)
 - o Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).
 - o Official Receipt issued by BIR (a mere picture can suffice)
9. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.
10. Suppliers/Contractors who refuse to accept correction of price offer after Bid Evaluation shall be disqualified.
11. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the technical specifications and the terms and conditions stated herein.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the **Omnibus Sworn Statement** prior to issuance of Award / Purchase Order with ABC amounting to **P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement**.
13. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR**.
14. **Liquidated damages equivalent to one tenth of one percent (0.001)** of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may rescind the contract 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.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address bacsec.car@dswd.gov.ph.

LOT NO.	DETAILED DESCRIPTION	QUANTITY	UNIT	TOTAL
	UPGRADING OF SECRETARY'S COTTAGE AND TRAINING CENTER TRANSFORMERS FROM SINGLE PHASE TO THREE PHASE POWER SUPPLY			
	GENERAL REQUIREMENTS: Mobilization/ Demobilization Electrical Plan Electrical and Water Consumption Processing of Permits	1	lot	
	EARTHWORK Excavation	3	cu.m.	
	FORMWORKS AND SCAFFOLDING	12.3	sq. m.	
	STEEL DECK	7.25	l.m.	
	REINFORCING STEEL BAR	511.6	kgs.	
	STRUCTURAL CONCRETE	3.2	cu.m.	
	ELECTRICAL ROOM Demolition Works Masonry Works Steel Deck Paint Works Distribution Panel Others	1	lot	
	CONSTRUCTION SAFETY AND HEALTH	1	lot	
	OTHERS	1	lot	
	<i>See the attached plan for specific details</i>			
	GENERAL CONDITION AND REQUIREMENTS			
	Contractor's Qualification(s)			
	a. Contractor shall be competent and experienced in the field of Construction with a minimum of three (3) year prior experience.	[]	[]	
	Contractor's Working Hours			
	a. All normal work for this contract shall be performed during normal daylight hours. Any exceptions will require the written approval of the assigned officer/BGMS Project Engineer.	[]	[]	
	b. If work is required overnight, the Contractor will be required to furnish safe, proper and sufficient lighting arrangement if necessary.	[]	[]	
	c. Work may be required on weekends/ holidays to avoid interruptions in the Central Office Operations.	[]	[]	
	Contractor's Responsibilities			
	a. Contractor shall submit own construction schedule within ten (10) working days after receipt of notice to proceed.	[]	[]	
	b. Contractor / Service provider shall assign licensed electrical engineer, civil engineer and project foreman from the start until completion stage.	[]	[]	
	c. Contractor / Service provider shall coordinate to the BGMS all the execution of works;	[]	[]	
	d. Contractor / Service provider shall provide warning signages, project signboard, project log book;	[]	[]	
	e. Contractor / Service provider shall submit statement of works accomplished and progress photos as requirement of the billing request;	[]	[]	
	Other Requirements			
	a. All dimensions / level etc. indicated in the drawing plans are to be verified on the site;	[]	[]	
	b. All materials are subjected for the approval of the end user / BGMS Project Engineer	[]	[]	
	c. Any discrepancies, either between written dimensions and site dimensions shall be brought to the BGMS office before executing the works	[]	[]	
	d. Project Duration: 75 calendar days	[]	[]	
	TOTAL PRICE			

• Award shall be made per:

Lot basis

Total Quoted Price

Note: NG GIFT ALLOWED. Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.

Sir:

After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

Signature of supplier/representative over printed name:

Name of Firm/Dealer/Contractor:

(This will be the name of the CHEQUE to be issued)

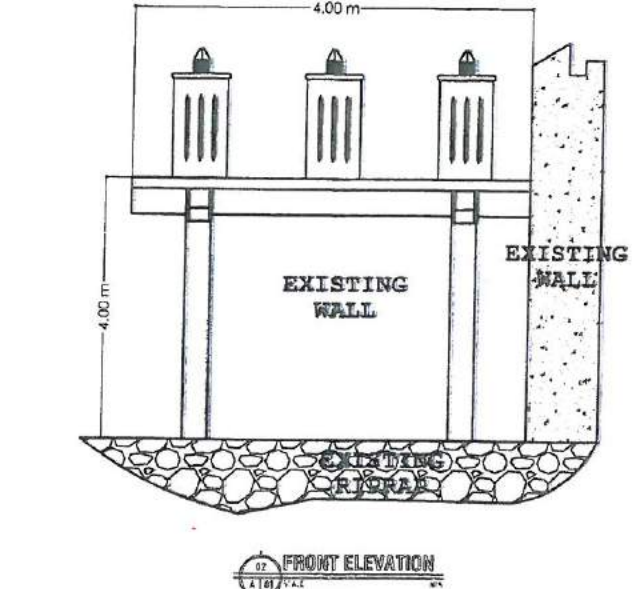
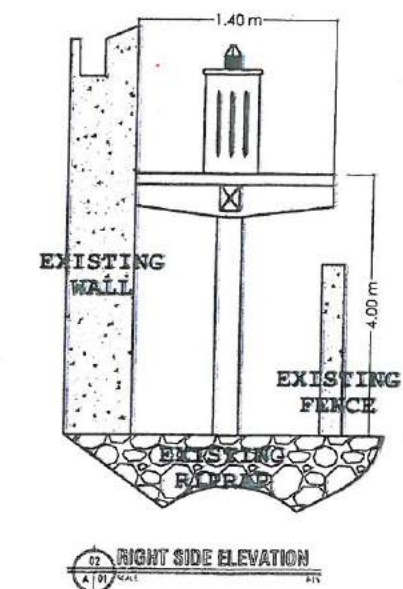
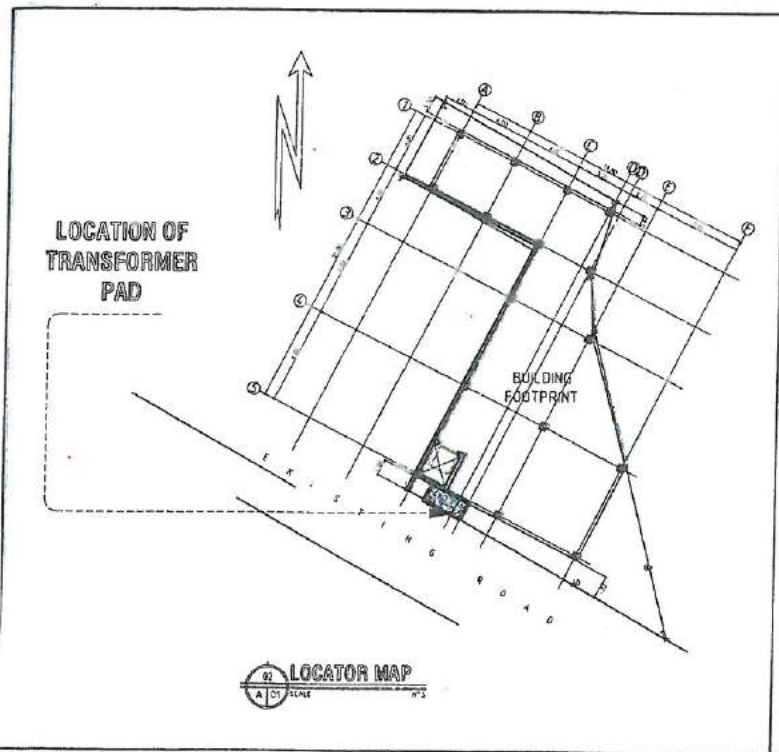
Address:

Email Address:

Contact Number/s:

PhilGEPS Registration Number:

Name and Signature of Canvasser



DSWD
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

ADMINISTRATIVE DIVISION/SECTION
FIELD OFFICE CAR
DSWD-AS-GP-058 | REV 00 | 28 JUL 2021

PROJECT NAME:
UPGRADING OF SECRETARY'S COTTAGE AND TRAINING CENTER TRANSFORMER FROM SINGLE PHASE TO THREE PHASE POWER SUPPLY

LOCATION:
ENGINEER'S HILL, BAGUIO CITY

SHEET CONTENT:
AS SHOWN

APPROVED BY:
ARNEL B. GARCIA, CESO II
Regional Director

CONFORMED BY

CHECKED BY:
ENRIQUE A. BASCON JR.
Assistant Regional Director for Administration

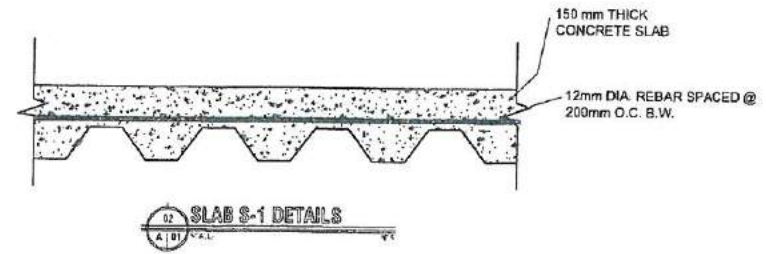
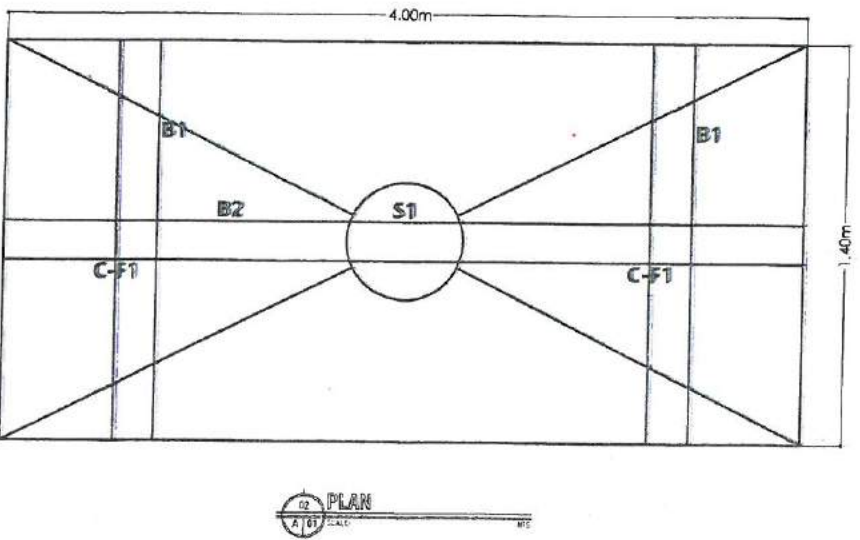
PREPARED/DESIGNED BY:
RINA CLAIRE L. REYES
CIC - Chief, Administrative Division

PROJECT/TA No:
ANGELO LABADAY
Engineer II, BGMS

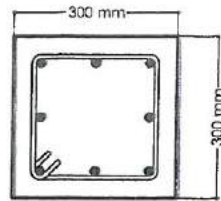
DATE SUBMITTED:

DRAWING STATUS		
DATE	DESCRIPTION/REMARKS	BY

PLAN CATEGORY	SHEET NUMBER	PAPER SIZE
A	1 / 3	A3

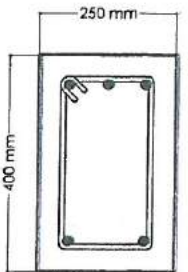


8 pcs - 16 mm Ø Main Bars with 10 mm Ø Lateral Ties spaced @ 150 mm. O.C.



COLUMN DETAILS

5 pcs - 16 mm Ø Main Bars with 10 mm Ø Stirrups spaced @ 2 pc - 50 mm, 4 pcs - 75 mm, 5 pcs - 100 mm and 150 mm at rest



BEAM DETAILS

COLUMN AND BEAM DETAILS
SCALE: 1:10



B2
5 pcs - 16 mm Ø Main Bars with 10 mm Ø Stirrups spaced @ 2 pc - 50 mm, 4 pcs - 75 mm, 5 pcs - 100 mm and 150 mm at rest

8 pcs - 16 mm Ø Main Bars with 10 mm Ø Lateral Ties spaced @ 150 mm. O.C.

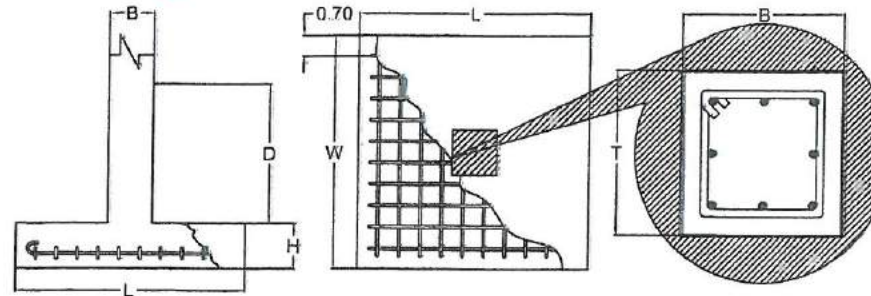
COLUMN

SECTION

FOOTING SCHEDULE

DESIGNATION	SIZE (MM.)				REINFORCEMENT	DESCRIPTION
	W	L	D	H		
F-1	1200	1200	1000	400	7 Ø16 MM. DIA. RSB BOTHWAYS	ISOLATED SQUARE FOOTING

FOOTING SCHEDULE



SCHEDULE AND DETAIL OF FOOTING
SCALE: 1:10

NOTES:

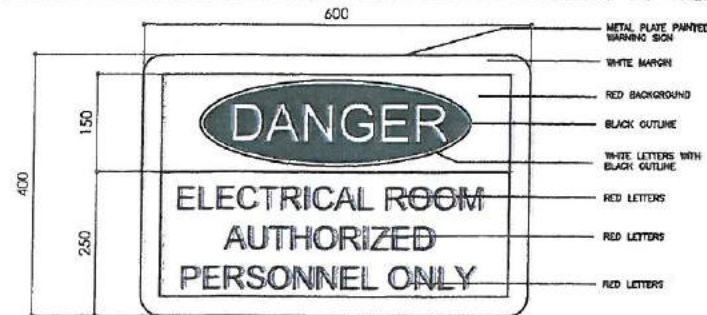
THE WORK GENERALLY INCLUDE SUPPLY AND INSTALLATION OF THREE (3) 75 KVA TRANSFORMERS WITH COMPLETE ELECTRICAL COMPONENTS FOR THREE-PHASE POWER IN COORDINATION WITH BENGUET ELECTRIC COOPERATIVE INC. (BENECO).

CONTRACTOR SHALL PROVIDE ALL NECESSARY MATERIALS SUCH AS BUT NOT LIMITED TO THE FOLLOWING:

1. DISTRIBUTION PANEL WITH CIRCUIT BREAKERS FOR TRAINING CENTER NEW BUILDING, TRAINING CENTER OLD BUILDING AND SECRETARY'S COTTAGE, COMPLETE WIRINGS AND CONNECTIONS TO THE NEWLY INSTALLED ELEVATOR SYSTEM, FIRE SUPPRESSION SYSTEM, GENERATOR SET ATS, ETC.

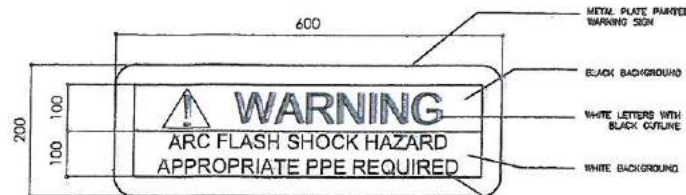
THE CONTRACTOR SHALL BE RESPONSIBLE IN PROVIDING THE ELECTRICAL PLANS, SIGNED AND SEALED BY PROFESSIONAL ELECTRICAL ENGINEER, AND ALL DOCUMENTS/PERMITS NECESSARY FOR THE IMPLEMENTATION OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE IN THE COORDINATION WITH BENECO AND CONCERNED LOCAL GOVERNMENT UNIT IN ORDER TO EXECUTE THE PROJECT. ALL EXECUTION OF THE WORKS SHALL BE SUPERVISED BY A REGISTERED/PROFESSIONAL ELECTRICAL ENGINEER.

IN THE COMMISSIONING OF THE PROJECT, THE NEWLY INSTALLED ELEVATOR SYSTEM, FIRE PROTECTION SYSTEM AND GENERATOR SET AT THE DSWD TRAINING CENTER SHALL BE FULLY FUNCTIONAL.



QUANTITY: 1 PC.
LOCATION: ELECTRICAL ROOM DOOR AND GENSET ROOM DOOR

SIGNAGE DETAIL
SCALE: 1:10



QUANTITY: 1 PC.
LOCATION: ELECTRICAL ROOM DOOR

SIGNAGE DETAIL
SCALE: 1:10



ADMINISTRATIVE DIVISION/SECTION
FIELD OFFICE CAF
DSWD-AS-QF-056 | REV 00 | 28 JUL 2021

PROJECT NAME:
UPGRADING OF SECRETARY'S COTTAGE AND TRAINING CENTER TRANSFORMER FROM SINGLE PHASE TO THREE PHASE POWER SUPPLY

LOCATION:
ENGINEER'S HILL, BAGUIO CITY

SHEET CONTENT:
AS SHOWN

APPROVED BY

ARNEL M. GARCIA, CESO II
Regional Director

CONFORMED BY

ENRIQUE M. CASCON, Jr.
Assistant Regional Director for Administration

CHECKED BY

RINA CLAIRE R. REYES
OIC - Chief, Administrative Division

PREPARED/DESIGNED BY

ANGELO M. TABADAY
Electrical Engineer, RME

PROJECT/TA No:

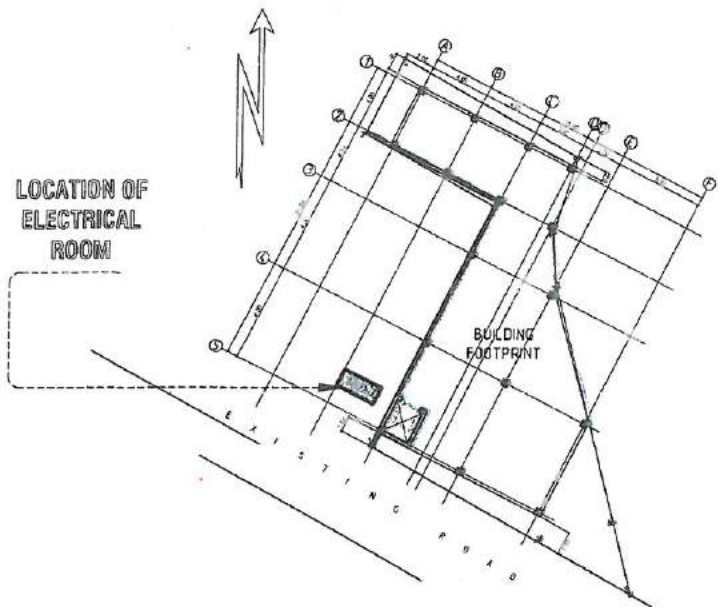
DATE SUBMITTED:

DRAWING STATUS

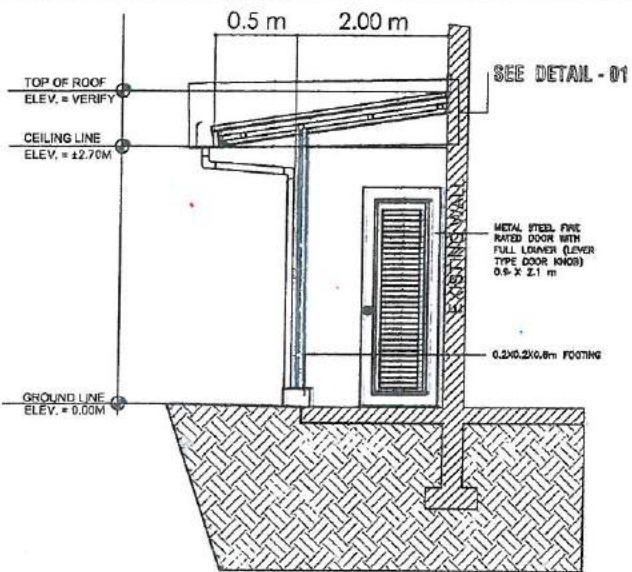
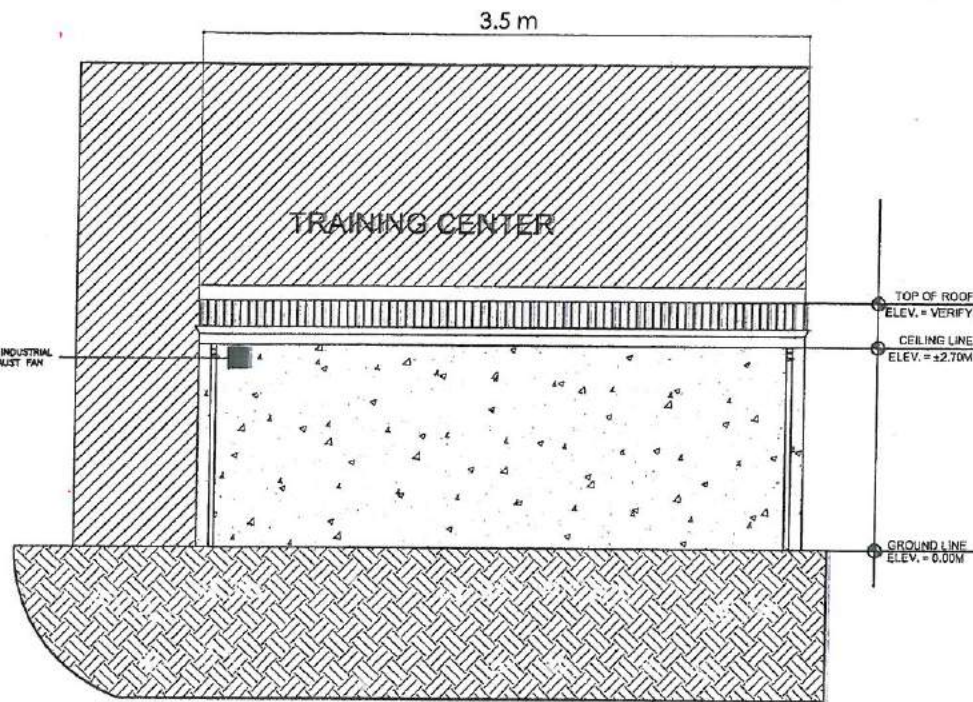
DATE	DESCRIPTION/REMARKS	BY

PLAN CATEGORY	SHEET NUMBER	PAPER SIZE
A	2/3	A3

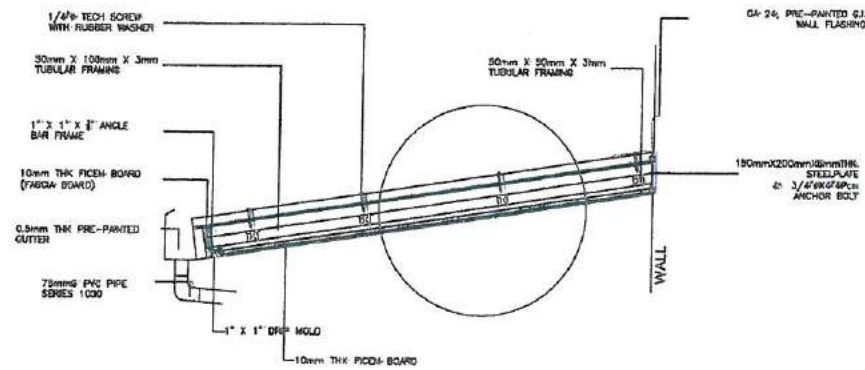
LOCATION OF ELECTRICAL ROOM



02 LOCATOR MAP
A | C | 1:100



02 RIGHT SIDE ELEVATION
A | C | 1:100



02 DETAIL - 01
A | C | 1:100



**ADMINISTRATIVE DIVISION
FIELD OFFICE CAR
DSWD-AS-GF-038 | REV 00 | 28 JUL 2021**

**PROJECT NAME:
UPGRADING OF SECRETARY'S COTTAGE
AND TRAINING CENTER TRANSFORMER
FROM SINGLE PHASE TO THREE PHASE
POWER SUPPLY**

**LOCATION:
ENGINEER'S HILL, BAGUIO CITY**

**SHEET CONTENT:
AS SHOWN**

APPROVED BY
(Signature)
ARNEL B. GARCIA, CESO II
Regional Director

CONFORMED BY
(Signature)
ENRIQUE F. PASCON JR.
Assistant Regional Director for Administration

CHECKED BY
(Signature)
RINA CLAIRE L. REYES
OIC - Chief, Administrative Division

PREPARED/DESIGNED BY
(Signature)
ANCELO M. VARADAY
Supervisor II, BGMS

PROJECT/TA No:

DATE SUBMITTED:

DRAWING STATUS

DATE	DESCRIPTION/REMARKS	BY

FOLDY CATEGORY	SHEET NUMBER	PAPER SIZE
A	3/3	A3 S 1 Z E

REPUBLIC OF THE PHILIPPINES
CORDILLERA ADMINISTRATIVE REGION

Contract Reference Number:

Name of Project:

Location of the Project:

Upgrading of Secretary's Cottage and Training Center
Transformers from Single Phase to Three Phase Power Supply
Engineer's Hill, Baguio City

Standard Form Number SF-INFR-55

Revised On: August 11, 2004

BILL OF QUANTITIES

Columns 1, 2, 3 & 4 are to be filled up by the Procurement Entity		Columns 5 & 6 are to be filled by the bidders			
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	UNIT PRICE (PESOS)	AMOUNT (PESOS)
1	2	3	4	5	6
1	GENERAL REQUIREMENTS	lot	1.00		
2	EARTHWORK	sq.m.	3.00		
3	FORMWORKS AND SCAFFOLDING	sq.m.	12.30		
4	STEEL DECK	l.m.	7.25		
5	REINFORCING STEEL BAR	kgs.	511.60		
6	STRUCTURAL CONCRETE	cu.m.	3.20		
7	ELECTRICAL ROOM	lot	1.00		
8	CONSTRUCTION SAFETY AND HEALTH	lot	1.00		
9	OTHERS	lot	1.00		
TOTAL BID PRICE:					
TOTAL AMOUNT IN WORDS:					