

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2022-04-212

RFQ No.: 2022-04-233

End-user: BGMS

Date: APR 21 2022

Name of Project:

ABC: ₱398,729.03

REPAIRS OF VARIOUS DAMAGES AND IMPROVEMENT AT RHWG BUILDING

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 APR 26 2022 **12:00PM.**

ENRIQUE H. GASCON JR.
BAC Chairperson

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TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For unit price/s, 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 of the receipt 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 may 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.**

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
40 North Drive, Baguio City

REQUEST FOR QUOTATION (RFQ)				
LOT NO.	DETAILED DESCRIPTION	QUANTITY	UNIT	TOTAL
	REPAIRS OF VARIOUS DAMAGES AND IMPROVEMENT AT RHWG BUILDING			
	GENERAL REQUIREMENTS Mobilization/ Demobilization	1	lot	
	SCAFFOLDINGS	1	lot	
	ARCHITECTURAL WORKS Repainting of Emergency Exit 2nd Basement T&B Ceiling Removal and Replacement 1st Basement T&B Floor Regrouting Installation of Laundry Area Sidings Installation of Shelves	1	lot	
	CONSTRUCTION SAFETY AND HEALTH	1	lot	
	<i>See the attached plan for specific details</i>			
	GENERAL CONDITION AND REQUIREMENTS	COMPLIANCE Place a check (✓) mark whether can comply or not, no check mark will mean non-compliance		REMARKS
		Can Comply	Cannot Comply	
1	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.	[]	[]	
2	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 requires 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.	[]	[]	
3	Contractor's Responsibilities			
	a. Contractor shall submit own construction schedule within ten (10) working days after received of notice of proceed;	[]	[]	
	b. Contractor / Service provider shall assign 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 log book;	[]	[]	
	e. Contractor / Service provider shall submit Statement of Works accomplished and progress photos as requirement of the billing request;	[]	[]	
4	Other Requirements			
	a. All dimensions / level etc. indicated in the drawing plans are to be verified on the site;	[]	[]	
	b. All materials is 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: 30 calendar days	[]	[]	
TOTAL PRICE				

• Award shall be made per:

Lot basis Total Quoted Price

Note: NO 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: _____

Name and Signature of Canvasser

Email Address: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____



REPUBLIC OF THE PHILIPPINES
CORDILLERA ADMINISTRATIVE REGION

Contract Reference Number:

Name of Project:

Repairs of Various Damages and Improvements at RHWG Building

Location of the Project:

DSWD-CAR RHWG, # 40 North Drive 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. 1	ITEM DESCRIPTION 2	UNIT 3	QTY. 4	UNIT PRICE (PESOS) 5	AMOUNT (PESOS) 6
I	GENERAL REQUIREMENTS	lot	1.00		
II	SCAFFOLDINGS	lot	1.00		
III	ARCHITECTURAL WORKS	lot	1.00		
	Repainting of Emergency Exit				
	2nd Basement T&B Ceiling Removal and Replacement				
	1st Basement T&B Floor Regrouting				
	Installation of Laundry Area Sidings				
	Installation of Shelves				
IV	CONSTRUCTION SAFETY AND HEALTH	lot	1.00		
TOTAL BID PRICE:					
TOTAL AMOUNT IN WORDS:					



TECHNICAL SPECIFICATION




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Date Submitted	March 28, 2022
TA Control No.	

Requesting OBSU	: RHWG
TA Subject/Title	: Repair of Various Damages and Improvements at RHWG Building

Item	Description and Specification	Actual/Sample Picture (if applicable)
1	<p>GENERAL REQUIREMENTS Mobilization / Demobilization, Utilities and Services/Standard Billboard, Warning Signages</p> <p>Scope:</p> <p>The work shall consist of the Mobilization / Demobilization, Utilities and Services/Standard Billboard, Warning Signages of the Contractor's forces and tools/equipment necessary for performing the work required.</p> <p>Mobilization shall include all activities and associated costs for transportation of Contractor's personnel, equipment, and operating supplies to the site; establishment of temporary facility and other items specified in this specification.</p> <p>Demobilization shall include all activities and costs for transportation of personnel, equipment, and supplies from the site; including the disassembly, removal and site clean-up, of offices, buildings and other facilities assembled on the site specifically for this project.</p> <p>Warning Signages shall be provided for safety on site.</p>	NOT APPLICABLE
2	<p>SCAFFOLDINGS</p> <p>2.1 Installation of Scaffoldings</p> <p>Use of wood scaffoldings is highly recommended to be able to adapt easily to the narrow work space. Ensure that scaffoldings are properly fabricated and assembled to prevent accidents and potential hazards on site.</p> <p>2.2 Removal of Scaffoldings</p> <p>Remove scaffoldings from project site and ensure that no nails or wood scraps are left.</p>	NOT APPLICABLE



<p>3</p>	<p>ARCHITECTURAL WORKS</p> <p>3.1 Repainting of Emergency Exit</p> <p>Strip existing paint including rust on all surfaces of the Emergency Exit Stairs except for the tubular hand rails. Apply rust converter to the surfaces prior to the application of epoxy primer and glossy QDE.</p> <p>3.2 2nd Basement T&B Ceiling Removal and Replacement</p> <p>Remove existing ceiling frames and fiber cement boards and turn over to BGMS. Replace with proper materials as stated in drawing details. Use gypsum putty and mesh tape to seal gaps between boards. Apply paint on the fiber cement board using Flat Latex, White. Check for leaks on steel deck and pipe connections. Apply sealant on gaps and pipe connections. Scrape loose rust on wide flange and apply rust converter. Repaint with Epoxy Primer.</p> <p>3.3 1st Basement T&B Floor Regrouting</p> <p>Existing grout on Floor Tiles shall be removed using grinder with caution and then joints shall be grouted full with plastic mix of neat cement by trowel, brush or finger application. All excess grout shall be cleaned off the tile with damp cloth sponges. Corners shall be sealed with tile sealant. Ensure that no leaks shall be observed on the floor level below the resealed floors.</p> <p>3.4 Installation of Laundry Area Sidings</p> <p>Install Prepainted Rib Type GI sheet at indicated in the drawing details. Use Tek Screws to install the GI sheet on the existing tubular. Apply sealant on gaps and tek screw holes.</p> <p>3.5 Installation of Shelves</p> <p>Use kiln dried wood for the shelves. Apply wood putty on nail holes, scratches, gouges, and nicks. Apply wood varnish on the surfaces and ensure smooth finish.</p>	 
<p>4</p>	<p>CONSTRUCTION SAFETY AND HEALTH</p> <p>Workers shall wear personal protective equipment at all times.</p>	

Prepared by:

ENGR. COLLIN JONES C. TUNGOL
Project Development Officer II, BGMS

