



REQUEST FOR QUOTATION

The Civil Aviation Authority of the Philippines (CAAP-Main Office), through its Canvass and Contract Committee (CCC), will undertake a **Small Value Procurement** for the "Procurement of various Personal Protective Equipment (PPE) for the use of FMD-BGMS Office" in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

RFQ No.	:	<u>C25-051-07</u>
Name of Project	:	<u>Procurement of various Personal Protective Equipment (PPE) for the use of FMD-BGMS Office</u>
Approved Budget for Contract	:	<u>₱99,850.00</u>
Terms	:	See the attached Annex "A" for Terms of Reference and corresponding Specifications
Location	:	Procurement Division, CAAP, MIA Road, Pasay City
Delivery Term	:	<u>Thirty (30) calendar days</u> from the receipt of Notice for Compliance
Delivery Time	:	8:00 AM – 4:00 PM Monday to Friday (Regular work days)
Delivery Location	:	<u>CAAP Supply Division Warehouse</u>

Interested suppliers are required to submit their valid and current documents which must be properly fastened and sealed in an envelope:

1. Income Business Tax Return for ABC's above ₱500,000.00;
2. PHILGEPS Certificate of Registration (Platinum);
3. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above ₱50,000.00; (Authorized representative must attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate for Corporation)
4. Price quotation from (**Annex "A"**) during submission of offer/Quotation
5. Brochure (original) if applicable

The winning supplier shall – upon claiming of the Contract – present the original copy of the documents listed above for comparison, or submit a **Certified True Copy** of the original document which must be certified by the issuing government agency. However, the **original copy** of the Omnibus Sworn Statement, Price Quotation Form, and Brochure **must be included in the sealed bid.**

Price quotation/s must be valid for a period of one hundred twenty (120) calendar days from the date of submission.

The quotation shall be submitted in sealed envelope on or before the closing date of 01 SEP 2025 at 10:00 AM, CAAP Procurement Division and addressed to:

ATTY. MARK NESTER T. MENDOZA
Chairperson, Canvass and Contract Committee
Gate 3 CAAP, Old MIA Road
Pasay City, Metro Manila

Quotations exceeding the Approved Budget for the Contract shall be rejected.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form. In case two or, more bidders are determined to have submitted the Lowest Calculated/Lowest Calculated and Responsive Quotation, CAAP-CCC shall adopt and employ "draw lots" as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.

The CAAP-TIAC shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CAAP shall rescind the contract once the cumulative amount of liquidated damaged reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Pasay City, August 18, 2025


ATTY. MARK NESTER T. MENDOZA
CCC Chairperson



TERMS OF REFERENCE

Name of Project	:	Procurement of various personal protective equipment (PPE) for the use of FMD-BGMS Office
Approved Budget	:	Php99,850.00
Delivery Period	:	Thirty (30) Calendar Days from the receipt of Notice for Compliance Partial delivery is not allowed
Delivery Location/s	:	Supply Division Warehouse Ground Floor, CAAP General Services Building Gate 3, Civil Aviation Authority of the Philippines (CAAP) Baltao Road, Pasay City Metro Manila
Delivery Condition(s)	:	<ol style="list-style-type: none"> 1. Acceptance of delivery shall be from 8: 00A.M to 4: 00P.M only during regular working days. 2. A written notice must be sent via email to the Procurement Division (procurement@caap.gov.ph), and Supply Division (supply@caap.gov.ph) at least seven (7) working days prior to the intended date of delivery. 3. Upon receipt of the Notice of Delivery, a confirmation of availability of End-User and/or Technical Inspection and Acceptance Committee (TIAC) must be received by the Supplier from the Procurement Division within two (2) working days before proceeding with the delivery. 4. The Supplier's noncompliance to the delivery conditions stipulated herein and in the Approved Contract shall be a ground for refusal of entry to the CAAP premises and receipt of delivery, with no fault on the part of the CAAP.
Terms of Payment	:	Payment upon full delivery and subject to usual government accounting rules and regulations.

Technical Specification

Unit	Item Description	Qty.
Units	Hard Helmet Heavy Duty Specs: - Adjustable ratchet suspension for shock absorbing and elastic chinstrap tough - Lightweight - with six-point adjustable ratchet - reinforced ribs on top provides the perfect impact protection	14



	<ul style="list-style-type: none"> - Color yellow with CAAP Logo - With three (3) months warranty 	
Units	<p>Full body safety harness</p> <p>Specs:</p> <ul style="list-style-type: none"> - One dorsal attachment D-ring for fall arrest - Adjustable leg straps - Adjustable chest traps - Sit trap - Made up of elastic webbing for more comfort and impact resistant - Webbing <p>Materials:</p> <ul style="list-style-type: none"> - Polyester - Stitching thread <p>Material:</p> <ul style="list-style-type: none"> - High tenacity polyester - Minimum Capacity wt. hold: 136kgs - With three (3) months warranty 	14
Pairs	<p>Safety Shoes</p> <p>Specs:</p> <ul style="list-style-type: none"> - Buffalo grain leather front - Steel toe - Split leather back - PU Sole - High cut <p>Features:</p> <ul style="list-style-type: none"> - Anti perforation steel - Anti-static shoe - Oil and fuel resistant - Heel energy absorption - Breathable upper leathers - Water resistant uppers - With three (3) months warranty 	14
Pairs	<p>Insulation hand gloves (For Electrical)</p> <p>Specs:</p> <ul style="list-style-type: none"> - Insulation gloves - Anti-electricity - Ultra thin voltage resistance - up to 440V - With three (3) months warranty 	3
Units	<p>Safety Vest</p> <p>Specs:</p> <ul style="list-style-type: none"> - Composed of light-weight, glenguard solid lime/ modacrylic/ aramid blended fabric 	14



	<ul style="list-style-type: none"> - Vest color: fluorescent lime yellow - Reflective striping: 2' wide silver FR Reflective stripes, horizontally around entire torso. - 2' wide silver FR Reflective stripes run vertically 1 over to each shoulder from front to back <p>Features:</p> <ul style="list-style-type: none"> - Meets ANSI Class II Standard for Reflectivity and complies with NFPA 70, HRC Compliant - With three (3) months warranty 	
Pairs	<p>Safety Hand Gloves</p> <p>Features:</p> <ul style="list-style-type: none"> - Cut resistant HPPE (High performance polyethylene) glove with polyurethane coating - Guarantees huge dexterity, grip, safety and reliability - Lining: HPPE (High performance polyethylene) - Coating: PU - Highest level of cut resistance and full wrist protection makes these gloves suitable for construction, automotive, glass, and furniture industries - With three (3) months warranty 	20
<p>Note: Sample of the products must be submitted for reference.</p>		

MELINA C. REYES
 Division Chief III, FMD



PRICE QUOTATION FORM

The Chairperson
 Canvass and Contract Committee
 Procurement Division, CAAP,
 MIA Road, Pasay City

Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows.

Procurement of various personal protective equipment (PPE) for the use of FMD-BGMS Office				
Technical Specifications	QTY	Unit	Unit Price	Total Price
Hard Helmet Heavy Duty Specs: - Adjustable ratchet suspension for shock absorbing and elastic chinstrap tough - Lightweight - with six-point adjustable ratchet - reinforced ribs on top provides the perfect impact protection - Color yellow with CAAP Logo - With three (3) months warranty	14	Units		
Full body safety harness Specs: - One dorsal attachment D-ring for fall arrest - Adjustable leg straps - Adjustable chest traps - Sit trap - Made up of elastic webbing for more comfort and impact resistant - Webbing Materials: - Polyester - Stitching thread Material: - High tenacity polyester - Minimum Capacity wt. hold: 136kgs	14	Units		



- With three (3) months warranty				
Safety Shoes Specs: <ul style="list-style-type: none"> - Buffalo grain leather front - Steel toe - Split leather back - PU Sole - High cut Features: <ul style="list-style-type: none"> - Anti perforation steel - Anti-static shoe - Oil and fuel resistant - Heel energy absorption - Breathable upper leathers - Water resistant uppers - With three (3) months warranty 	14	Pairs		
Insulation hand gloves (For Electrical) Specs: <ul style="list-style-type: none"> - Insulation gloves - Anti-electricity - Ultra thin voltage resistance - up to 440V - With three (3) months warranty 	3	Pairs		
Safety Vest Specs: <ul style="list-style-type: none"> - Composed of light-weight, glenguard solid lime/ modacrylic/ aramid blended fabric - Vest color: fluorescent lime yellow - Reflective striping: 2' wide silver FR Reflective stripes, horizontally around entire torso. - 2' wide silver FR Reflective stripes run vertically 1 over to each shoulder from front to back Features: <ul style="list-style-type: none"> - Meets ANSI Class II Standard for Reflectivity and complies with NFPA 70, HRC Compliant - With three (3) months warranty 	14	Units		



<p>Safety Hand Gloves</p> <p>Features:</p> <ul style="list-style-type: none"> - Cut resistant HPPE (High performance polyethylene) glove with polyurethane coating - Guarantees huge dexterity, grip, safety and reliability - Lining: HPPE (High performance polyethylene) - Coating: PU - Highest level of cut resistance and full wrist protection makes these gloves suitable for construction, automotive, glass, and furniture industries - With three (3) months warranty 	20	Pairs		
<p>Note: Sample of the products must be submitted for reference.</p>				
Total (Inclusive of VAT)				

(Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

 Position

 Name of Company

 Contract No.

 Email Address