



2029-50213000

December 02, 2025

REQUEST FOR PRICE QUOTATION

The Civil Aviation Authority of the Philippines (CAAP) Area Center III hereby invites interested bidders for the REPAIR/REHABILITATION OF PTB COMFORT ROOMS AT ROMBLON AIRPORT.

Approved budget for the project – Php 599,642.48

Please secure Canvass form from www.philgeps.gov.ph or at the Regional Office, Area Center III during office hours Monday to Friday starting December 03, 2025.

The sealed quotation shall be submitted at the Civil Aviation Authority of the Philippines Regional Office, Area Center 3, Civil Aviation Complex, Clark Freeport Zone, Mabalacat Pampanga on or before December 10, 2025 at 10:00am to the Bids and Awards Committee and will be opened on the same date at 2:00pm. Indicate in the sealed envelope the name of the Project you are participating.

The CAAP Area Center III reserves the right to accept or reject any bid, and to annul the bidding process and reject all Bids at any time prior to contract award without thereby incurring any liability to the affected Bidder/s.

You may call CAAP Area Center III BAC Secretariat Members at 0282464988 local 2258 for details.

Very truly yours,


ATTY. ROAN JILL E. HABOC
BAC Chairperson



Republic of the Philippines

CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

REQUEST FOR QUOTATION

Date :

APP Item No :

2029-50213000

Company/Business Name: 1

Address:

Business/Mayor's Permit No.:

TIN:

PhilGEPS Registration Number (required for ABC above 50k):

The Civil Aviation Authority of the Philippines - AreaCenter III, through its Bids and Awards Committee (BAC), intends to procure the Repair / Rehabilitation of PTB Comfort Rooms at Romblon Airport through Section 53.9 (Negotiated Procurement - Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided on this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative not later than the deadline on December 10, 2025 at 10:00 a.m.

Table with 2 columns: Document, Remarks. Rows include: Copy of 2025 Mayor's or Business Permit, Original Notarized Omnibus Sworn Statement (GPPB-Prescribed Form) (For ABCs above P50k), PhilGEPS Registration Certificate (For ABCs above P50k), PCAB License (For ABCs above P50k if applicable for Repair & Maintenance and Infrastructure), Latest Annual Income / Business Tax Return (For ABCs above P500k).



Performance Security (for ABCs above P50k)	Once the Notice of Award of the Project is given, the winning bidder is required to submit Performance Security prior to the signing of the contract as prescribed by Section 39 of Updated 206 Revised IRR of RA 9184 to wit:	
	Form of Performance Security	Amount of Performance Security (Not less than the required percentage of the Total Contract Price)
	a.) Cash or cashier's/manager's check issued by a Universal or Commercial Bank. For biddings conducted by LGUs, the cashier's/manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument. (a)	
	b.) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, That is shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. For biddings conducted by LGUs, bank draft/guarantee, or irrevocable letter of credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument. (a)	Goods and Consulting Services – Five percent (5%) Infrastructure Projects - Ten percent (10%)
	c.) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)
Non-submission of Performance Security shall warrant disqualification of bids as mandated by Section 40 of Updated 2016 Revised IRR of RA 9184.		

For any clarification, you may contact us at telephone no. **(045) 499-1663** or email address at **bac_area3@caap.gov.ph**.


ROAN JILL E. HABOC
BAC Chairperson



INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

- (1) Do not alter the contents of this form in any way.
- (2) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.

If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with Terms and Conditions below.

In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.

- (3) **All mandatory technical specifications (with asterisk) must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- (4) Quotations may be submitted through electronic mail at **bac_area3@caap.gov.ph**.
- (5) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, CAAP Area Center III 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.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the CAAP Area Center III. The delivery of the item/s shall be acknowledged upon the delivery to confirm compliance with the technical specifications
10. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing statement, by the supplier, contractor, or consultant. Our Government Servicing Bank, i.e., the Land Bank of the Philippines, shall consultant not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.



11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods/ services/equipment not complied/delivered within the prescribed delivery period shall be imposed per day of delay. The CAAP Area Center III may terminate 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.
12. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue.
13. For first time bidder, you are required to submit a portfolio of manpower and equipment of your company.
14. Upon Post Qualification, the Winning Bidder, must also submit Tax receipts from Bureau of Customs as proof of payment of all taxes and duties due on the equipment, if the said equipment was bought outside the Philippines.

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Repair / Rehabilitation of PTB Comfort Rooms at Romblon Airport				
<i>Complete Descriptions of Articles</i>	<i>Qty</i>	<i>Unit</i>	<i>Unit Price</i>	<i>Total Amount</i>
I. CIVIL/ STRUCTURAL WORKS				
Removal Works				
B. Labor				
	QTY	DUR. (DAYS)		
Foreman	1.00	15		
Skilled Worker	2.00	15		
Laborers	6.00	15		
Labor Cost.....				
C. Equipment				
	QTY	DUR. (DAYS)		
Dump Truck (Small)	1.00	5		
Equipment Cost.....				
Removal Works Labor Cost				
Removal Works Equipment Cost				
Removal Works Direct Cost				
II. ARCHITECTURAL WORKS				
Tile Works				
A. Materials				
60cm x 60cm Porcelain Matte Floor Tiles	50.00	pc/s		
60cm x 60cm Ceramic Glossy Wall Tiles	120.00	pc/s		
Waterproofing Compound (4.5kg set)	10.00	set/s		
Tile Adhesive	15.00	bag/s		
Portland Cement	30.00	bag/s		
Tile Grout 2kg/bag	10.00	bag/s		
3mm Tile Spacer (500pcs/ pack)	5.00	pack/s		
Fine Aggregtes (Sand)	2.00	cu.m.		
Clear Silicone Sealant Construction Grade (300mL)	30.00	pc/s		
Continuous Rim Diamond Blade Cutting Disk	10.00	pc/s		
Material Cost.....				

B. Labor	QTY	DUR. (DAYS)		
Construction Foreman	1.00	15		
Skilled Worker	2.00	15		
Common Worker	4.00	15		
Labor Cost.....				
C. Equipment	QTY	DUR. (DAYS)		
Grinder	1.00	15		
Equipment Cost.....				
Tile Works Material Cost				
Tile Works Labor Cost				
Tile Works Equipment Cost				
Tile Works Direct Cost				
Provision of Door and Urinal Divider				
A. Materials				
Phenolic Compact Laminate Door, Right Swing (including door hardware and accessories)	1	set/s		
0.45m x 1.2m Phenolic Compact Laminate Urinal Divider (including hardware and accessories)	3	set/s		
Material Cost.....				
B. Labor	QTY	DUR. (DAYS)		
Construction Foreman	1.00	1		
Skilled Worker	2.00	1		
Common Worker	2.00	1		
Labor Cost.....				
Provision of Door and Urinal Divider Material Cost				
Provision of Door and Urinal Divider Labor Cost				
Provision of Door and Urinal Divider Direct Cost				
III. PLUMBING WORKS				
Plumbing Fixtures				
A. Materials				
Floor Mount Water Closet- Elongated w/ Push Button Flush Mechanism, Vitreous China Material (Including fittings and accessories)	9	set/s		
Wall Hung Top Inlet Urinal with Flush Valve (Including fittings and accessories)	4	set/s		
Stainless Stell Hand Bidet Set (Including fittings and accessories)	9.00	set/s		
Glossy Vessel Basin Lavatory 390x590x215mm Above Counter Application	8.00	set/s		
14" Stainless Stell Single Lever Faucet, Deck Mount Installation	9.00	pc/s		
Portland Cement (40 kg)	3.00	bag/s		
Material Cost.....				



B. Labor	QTY	DUR. (DAYS)		
Construction Foreman	1.00	4		
Skilled Worker	2.00	4		
Common Worker	4.00	4		
Labor Cost.....				
Plumbing Fixtures Material Cost				
Plumbing Fixtures Labor Cost				
Plumbing Fixtures Direct Cost				
IV. ELECTRICAL WORKS				
A. Materials				
14"x14" white ceiling type exhaust fan with complete standard accessories, Aluminum vent caps and ducts	12.00	set/s		
Material Cost.....				
B. Labor	QTY	DUR. (DAYS)		
Electrician	1.00	5		
Skilled Worker	2.00	5		
Common Worker	2.00	5		
Labor Cost.....				
Electrical Works Material Cost				
Electrical Works Labor Cost				
Electrical Works Direct Cost				
II. MISCELLANEOUS				
A. Materials				
Project Information	1.00	lot		
Material Cost.....				
Total Material Cost.....				
Total Labor Cost.....				
Total Equipment Cost.....				
Total Direct Cost.....				

FINANCIAL OFFER:

Terms of Payment:

Payment shall be made upon completion of all required documents, inspection and acceptance of the end user if needed. Please provide the following bank details.

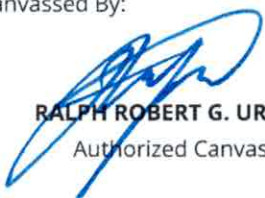
Payment Details:

Name of Payee: _____
TIN: _____

Please quote your total best offer for the item/s above. Please do not leave any blank items. Indicate "0" if item being offered is for free.

Repair / Rehabilitation of PTB Comfort Rooms at Romblon Airport	
Approved Budget for the Contract: Five Hundred Ninety-Nine Thousand Six Hundred Forty-Two Pesos and 48/100 Only (PhP 599,642.48)	
TOTAL OFFERED QUOTATION	
In Words:	
In Figures:	_____ _____

Canvassed By:


RALPH ROBERT G. URBANO
Authorized Canvasser

Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile Nos.

Email address/es





SCOPE OF WORK

I. GENERAL

The works to be accomplished by the successful bidder shall consist of furnishing, supervision, labor, materials, supplies, tools, and equipment to complete the **Repair/ Rehabilitation of PTB Comfort Rooms at Romblon Airport.**

II. LOCATION OF PROJECT

The Contract to be bid is located at **Romblon Airport, Alcantara, Oriental Mindoro.**

III. SCOPE OF WORK

The details of work are at best enumerated below, but be noted that the Contract includes all works and services although not specifically mentioned herein, but are needed to fully complete the Project.

The Project covers the supply of labor, materials, mobilization/demobilization, tools/equipment, necessary for **Repair/ Rehabilitation of PTB Comfort Rooms at Romblon Airport** with the following scope of works which shall be done in accordance with the approved plans, specifications and provision of contract to wit: (Work shall include but is not limited to the following);

1. Mobilization / Demobilization

This work includes mobilization and demobilization of the contractor's forces and equipment necessary for performing the work required under the contract.

- a. Mobilization shall include all activities and associated costs for transportation of contractor's personnel, equipment, and operating supplies to the site; establishment of offices, buildings and other necessary general facilities for the contractor's operations at the site.
- b. Demobilization shall include the disassembly, hauling/removal of debris/rubbish, and site clean-up of offices, buildings and other facilities assembled on the site.
- c. Project Information Sign

In accordance with the COA Circular No. 2013-004 dated January 30, 2013. To promote good governance through transparency and accountability,



infrastructure projects shall have a tarpaulin signboard, suitability framed for outdoor display at the project location, and shall have the following specifications:

- a. White, 8ft by 8ft in size
- b. Resolution: 70 dpi
- c. Font: Helvetica
- d. Font Size: Main Information- 3"; Sub Information-1"
- e. Font Color: Black"

In compliance with the Proclamation Np. 486, S.2024 project billboards shall bear the message, "This is Where Your Taxes Go", to be placed above or below the project billboards. The design and format of the tarpaulin shall have the following specifications:

- a. White, 8ft by 1ft in size
- b. Resolution: 70 dpi
- c. Font: Helvetica
- d. Font Size: Main Information- 6"
- e. Font Color: Black"

2. CIVIL/ STRUCTURAL WORKS

Removal Works

This item includes labor, materials and tools/equipment to complete the Removal Works of Repair of PTB Comfort Rooms, as per indicated on the program of work (Materials used and workmanship must be approved by the Project-In-Charge assigned by CAAP).

3. SPECIFIED REPAIRS

3.1. SCOPE 1 (ARRIVAL MALE TOILET)

This item includes labor, materials and tools/equipment to complete the Repair of Arrival Male Toilet, specifically the replacement of exhaust fan and 2 units of lavatory faucet, as per indicated on the program of work (Materials used and workmanship must be approved by the Project-In-Charge assigned by CAAP).

3.2. SCOPE 2 (ARRIVAL FEMALE TOILET)

This item includes labor, materials and tools/equipment to complete the Repair of Arrival Female Toilet, specifically the replacement of exhaust fan, 3 units of lavatory faucet, 3 units of lavatory, and 2 units water closet, as per indicated on the program of work (Materials used and workmanship must be approved by the Project-In-Charge assigned by CAAP).



3.3. SCOPE 3 (DEPARTURE TOILETS)

This item includes labor, materials and tools/equipment to complete the Repair of Departure Toilets, specifically the replacement of exhaust fan, 1 unit of toilet door, 2 units of Urinal, 3 units of lavatory, 3 units of lavatory faucet, and 5 units water closet, as per indicated on the program of work (Materials used and workmanship must be approved by the Project-In-Charge assigned by CAAP).

3.4. SCOPE 4 (HANDLING AREA TOILETS)

This item includes labor, materials and tools/equipment to complete the Repair of Handling Area Toilets, specifically the replacement of exhaust fan, 3 units of urinal divider, 2 units of urinal, 2 units of lavatory, 2 units of lavatory faucet, 2 units water closet and retiling of floor and wall, as per indicated on the program of work (Materials used and workmanship must be approved by the Project-In-Charge assigned by CAAP).

All scope of work to this item must be according to plan and specifications and approved by the Engineer-In-Charge. Quality and types of materials must conform and to be approved by the Project Engineer assigned by CAAP.

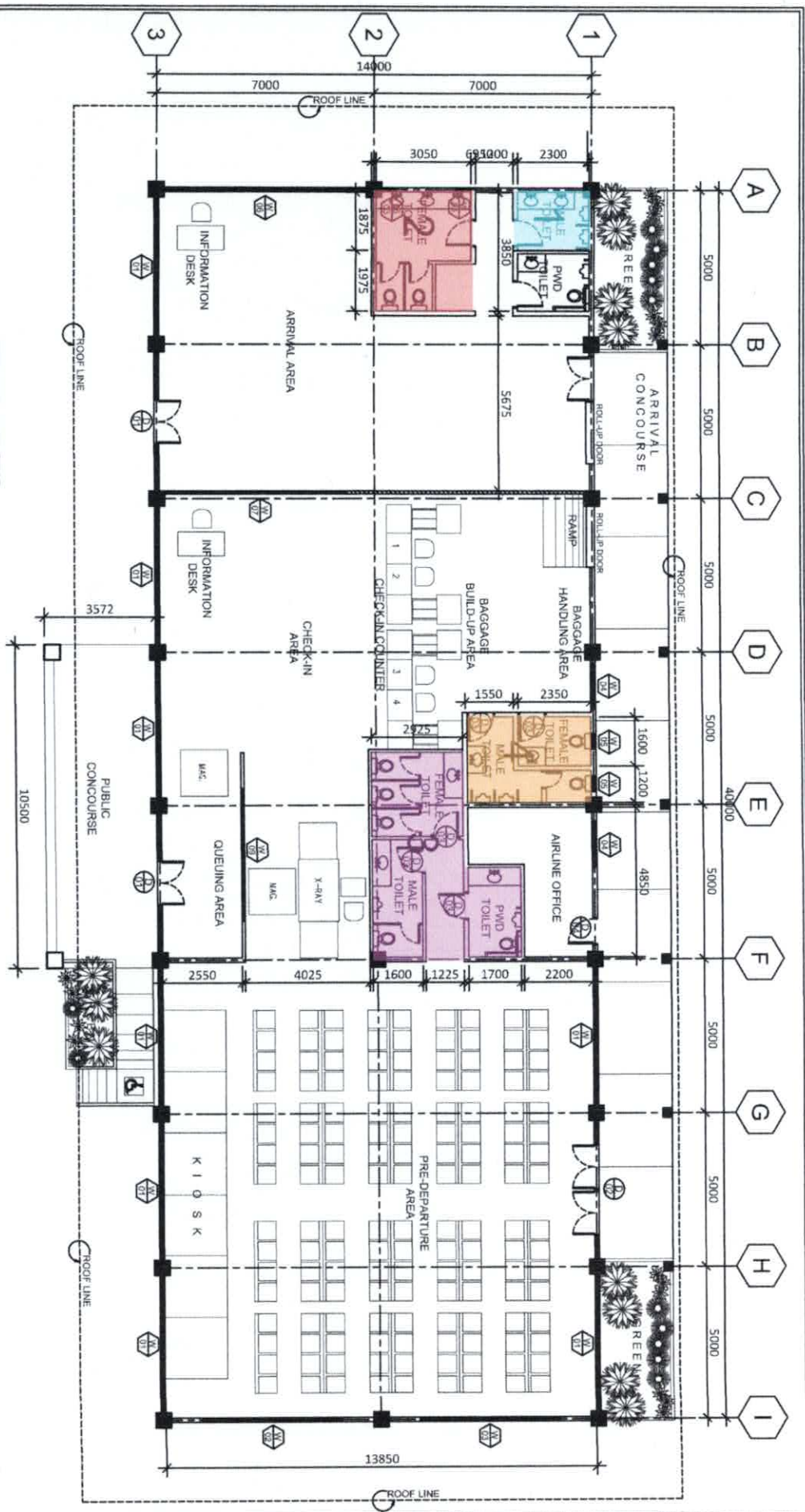
The contractor shall be responsible in providing personal protective equipment (PPE) for staffs and workers, and Safety Inspectors or Safety Engineers on site while construction is ongoing. Regular safety reports should be reported.

The contractor shall be responsible for all laboratory, material testing, environmental compliance certificate (ECC), building and safety permits and survey instruments necessary in the project implementation. All expenses shall be incorporated in the contractor's overhead cost and shall not be considered as pay item.

Prepared by:

BRAULS HANZEL P. MANTOS

Engineer, Area Center III



TERMINAL BUILDING
 FLOOR PLAN
 SCALE 1:75 M.T.S.

INDICATOR	SCOPE
1	ARRIVAL MALE TOILET
2	ARRIVAL FEMALE TOILET
3	DEPARTURE TOILETS
4	HANDLING AREA TOILETS

LEGEND



THIS DRAWING IS EXCLUSIVE PROPERTY OF CIVIL AVIATION AUTHORITY OF THE PHILIPPINES. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM THE DIRECTOR GENERAL, CAAP.

AERONAUTICS DESIGN CONSULTANT AND MANAGEMENT SERVICE

INFRASTRUCTURE DEVELOPMENT AND AND DESIGN DIVISION

DESIGNER: [Name], INCH./DATE

APPROVED BY: [Signature]

RECOMMENDED APPROVAL: [Signature]

BRASIS SANZEL P. MANOTOS

APPROVED BY: [Signature]

NONIE L. LARIBUEZA

NOTED REVISIONS: [Signature]

PROJECT: REPAIR/REHABILITATION OF PTB COMFORT ROOMS

LOCATION: ROMBLON AIRPORT, ALCAÑTARA, ROMBLON

SHEET CONTENTS: AS SHOWN

DRAWING SCALE: AS SHOWN

SHEET NO. [Number]

[Signature]

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]