



**PHILIPPINE PORTS
AUTHORITY**

Port Management Office of Batangas

PPA ADMINISTRATION BUILDING, PORT ACCESS ROAD, CALICANTO, BATANGAS CITY 4200, PHILIPPINES
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ISO 9001:2008 CERTIFIED

by TÜV Rheinland Phils. Inc.

Facilitation of Vessel Entrance and Clearance Process
CERTIFICATION No. 01 100 106294

REQUEST FOR QUOTATION

1. The Philippine Ports Authority - Port Management Office of Batangas (PPA-PMOB) through its Bids and Awards Committee for the Procurement of Goods and Services (BAC-GS) will undertake procurement of supply and delivery of purified drinking water for PMO Batangas and TMO Bauan in accordance with Section 53.9, Small Value Procurement, of the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are the following:

- a. Name of Project : **Supply and Delivery of 4,950 jugs Purified Drinking Water (5-gallon container) for PMO Batangas and TMO Bauan for CY 2016**
- b. Brief Description : **To ensure continuous supply of purified drinking water**
- c. Delivery Period : **Weekly basis as per order of PPA-PMOB**
- d. Duration : **One Year**
- e. Approved Budget for the Contract (ABC) : **Php 198,000.00**
- f. Source of Fund : **PPA Corporate Funds**

2. The duly accomplished **Price Quotation Form (Annex "A")** and the **certified true copy** of the following documents **must be placed in a sealed envelope and submitted in accordance with Item No. 3** hereof:

- a. Registration Certificate (e.g. DTI for sole proprietorship, SEC, etc.)
- b. Valid Mayor's Permit
- c. Valid Certificate of PhilGEPS Registration;
- d. BIR Certificate of Registration
- e. Valid Barangay Business Clearance
- f. CY 2016 proof that the quality of the processed water passed the Philippine National Standards for Drinking Water (PNSDW) as certified by DOH-accredited laboratory;

Non-submission of any of the above required documents shall be a ground for disqualification.

3. All quotations may be submitted by mail, courier or hand carried on or before **9:00 a.m., 15 June 2016** at the **Port Services Division Office, 5/F, PPA Administration Building, Port Access Road, Calicanto, Batangas City** addressed to:

RESTITUTO S. SEBOLLENA
Chairman, BAC-GS
Philippine Ports Authority
PMO-Batangas,
PPA Administration Building,
Port Access Road, Calicanto, Batangas City 4200

4. All quotations shall be inclusive of the applicable Value Added Tax (VAT) and shall be valid for a period of ninety (90) calendar days from the deadline of submission of quotations.

VISION

By 2030, PPA shall have provided globally competitive port services in the Philippines characterized by increased productivity, efficiency, connectivity, comfort, safety, security and environmental sustainability

MISSION

1. Provide reliable and responsive services in ports, sustain development of communities and the environment and be a model corporate agency of the government.
2. Establish a mutually beneficial, equitable, and fair relationship with partners and service providers.
3. Provide meaningful and gainful employment while creating a nurturing environment that promotes continuous learning and improvement.
4. Establish a world-class port operation that is globally competitive adding value to the country's image and reputation.

5. The winning bidder shall deliver the purified drinking water and shall provide hot and cold compressor cooling water dispenser **free of charge** to the following locations:


Location	No. of Units
PTB II	3
PPD Headquarters	1
Main Gate	1
Radar Station No. 1	1
PM's Quarter	1
PPD Office, Admin Bldg.	1
Visitor's Quarter	1
Commission on Audit (COA)	2
Administrative Division	2
Finance Division	2
Port Services Division	2
Engineering Services Division	2
Office of the Port Manager	2
Business Development Management Office	1
Visitor's Quarter (6 th floor)	1
Vessel Traffic System and CCTV Control Room	1
Conference Room	1
Training Room	1
TMO Bauan	2
TOTAL	28

6. During scheduled Oplan at the port, the winning bidder shall provide two (2) units hot and cold compressor cooling water dispenser at the Help Desk.
7. Statement of account shall be submitted every end of the month based on the actual number of 5-gallon jugs delivered for processing of payment.
8. Maintenance of water dispensers shall be on a monthly basis and free of charge; and
9. The water purification process should have a minimum of twenty one (21) stages.
10. The winning bidder shall submit on quarterly basis the result of laboratory analysis done by DOH-accredited laboratory that it has passed the Philippine National Standards for Drinking Water (PNSDW).
11. The winning bidder shall be responsible for the delivery of 5-gallon container of purified drinking water to the places indicated above.
12. To guarantee the faithful performance by the winning Bidder of its obligations under the contract, it shall post a performance security within a maximum period of ten (10) calendar days from the receipt of the Notice of Award from the Procuring Entity and in no case later than the signing of the contract.
13. The performance security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount equal to the percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
a. Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)

b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
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; and/or	Thirty percent (30%)
d. Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

14. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the signatory or his/her duly authorized representative/s.
15. The project shall be awarded to the supplier determined to have submitted the complete documents and lowest quotation or the single quotation in case of lone supplier.
16. Prospective supplier shall be a duly licensed Filipino citizens/sole proprietorship; partnerships, organizations, cooperatives duly organized under laws of the Philippines or a joint venture with at least sixty percent (60%) interest or outstanding capital stock belongs to Filipino Business partner.
17. PPA-PMOB reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein and to accept quotation as may be considered advantageous to the government.
18. For the information, you may contact **Mr. Gilbert N. Rivera**, Head, BAC Secretariat at Telephone No. **(043) 723-1682 or (043) 723-8704**.


RESTITUTO S. SEBOLLEÑA
 Chairman, Bids and Awards Committee
 for the Procurement of Goods and Services

Price Quotation Form

Date: _____

RESTITUTO S. SEBOLLENA
 Chairman, Bids and Awards Committee
 Port Management Office of Batangas
 Philippine Ports Authority
 PPA Administration Building
 Port Access Road, Calicanto
 Batangas City

Dear Mr. Sebollena,

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ) for the project entitled **"Supply and Delivery of 4,950 jugs Purified Drinking Water (5-gallon container) for PMO Batangas and TMO Bauan for CY 2016"**, we hereby submit our proposal corresponding to your requirements.

Item Description	Quoted Amount (In Pesos)
Supply and Delivery of 4,950 jugs (5 gallon container) of Purified Drinking Water for PMO Batangas and TMO Bauan	
TOTAL	

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

Very truly yours,

Name/Position/Signature of Representative

Name of Company

Company Address

Contact Number

Email Address