



## REQUEST FOR QUOTATION (RFQ)

1. The Philippine Ports Authority - Port Management Office of Batangas (PPA-PMOB) through its Bids and Awards Committee (PMOB-BAC) will undertake procurement of **tires, batteries and windshield wipers of PPA-PMO Batangas service vehicles** in accordance with Section 53.9 Small Value Procurement of the 2016 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 Tires, Batteries and Windshield Wipers of PPA-PMO Batangas Service Vehicles**
- b. Reference No. : **BAC-BGS-031B-2021**
- c. Delivery Site : **PPA PMO Batangas**
- d. Delivery Period : **Fifteen (15) days upon receipt of Approved Purchase Order**
- e. Approved Budget for the Contract (ABC) : **PHP 269,245.00**
- f. Item Description/ Specification :

Item No.	Qty.	Unit	Item Description	Unit Cost	Total Amount
1	4	UNT	Tire 185 65 R14	6,857.00	27,428.00
2	4	UNT	Tire 205 45 R17	9,437.00	37,748.00
3	4	UNT	Tire 265 65 R17 A/T	21,050.00	84,200.00
4	8	UNT	Tire 185 R14 8PR	8,844.00	70,752.00
5	1	UNT	3SM Battery (Reverse Pole)	8,247.00	8,247.00
6	3	PC	Wiper Blade 16"	1,278.00	3,834.00
7	2	UNT	2SM Battery	6,950.00	13,900.00
8	2	PC	Wiper Blade 22"	1,407.00	2,814.00
9	7	PC	Wiper Blade 20"	1,384.00	9,688.00
10	2	PC	Wiper Blade 19"	1,250.00	2,500.00
11	1	UNT	3SM Battery	8,134.00	8,134.00
<b>Total Amount (in Php)</b>					<b>269,245.00</b>

- g. Source of Fund : **PPA Corporate Funds**


2. The duly accomplished **Price Quotation Form (Annex "A")** and **Omnibus Sworn Statement Form (Annex "B")** together with the **CERTIFIED TRUE COPY** of the following documents: a) Valid Mayor's/Business permit and b) PhilGEPS Registration Number, shall be submitted in a sealed envelope by mail, courier or hand carried to the PMOB-BAC on or before **9:00 a.m. of 03 June 2021** at the **Engineering Services Division Office, 5/F, PPA Administration Building, Port Access Road, Calicanto, Batangas City** addressed to:

PORT MANAGEMENT OFFICE - BATANGAS  
Administration Building, Port Access Road,  
Calicanto, Batangas City 4200 Philippines  
Tel. No.: (043) 722.2429 / (043) 723.0164 Fax No.: (043) 723.0164  
Email: ppa\_batangas@yahoo.com

**JEFREN P. PANGANIBAN**  
Chairperson, PMOB-BAC  
Philippine Ports Authority  
Port Management Office of Batangas  
PPA Administration Building,  
Port Access Road, Calicanto,  
Batangas City 4200

Failure to comply with the instructions and to submit the required documents shall be ground for disqualification

3. 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.
4. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the signatory or his/her duly authorized representative/s.
5. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. The PPA may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.
6. The project shall be awarded to the winning supplier determined to be the Single or Lowest Calculated and Responsive Quotation.
7. A warranty security shall be required from the winning bidder for a period of one (1) year. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period. Provided, however, that the supplies delivered are free from patent and latent defects.
8. For further information, you may contact **Crisanto L. Rabina**, Head, BAC Secretariat at Telephone No. **(043) 723-8706**.



**JEFREN P. PANGANIBAN**  
Chairperson, PMOB-BAC

## Price Quotation Form

Date: \_\_\_\_\_

**JEFREN P. PANGANIBAN**

Chairperson, PMOB-BAC  
 Philippine Ports Authority  
 Port Management Office of Batangas  
 PPA Administration Building  
 Port Access Road, Calicanto  
 Batangas City

Dear **Mr. Panganiban**,

After having carefully read and accepted the terms and conditions in the **Request for Quotation (RFQ)** for the procurement of the project, entitled: **Supply, Delivery and Installation of Tires, Batteries and Windshield Wipers of PPA-PMO Batangas Service Vehicles**, we hereby submit our quotation corresponding to your requirements.

Item No.	Qty.	Unit	Item Description	Unit Cost	Total Amount
1	4	UNT	Tire 185 65 R14		
2	4	UNT	Tire 205 45 R17		
3	4	UNT	Tire 265 65 R17 A/T		
4	8	UNT	Tire 185 R14 8PR		
5	1	UNT	3SM Battery (Reverse Pole)		
6	3	PC	Wiper Blade 16"		
7	2	UNT	2SM Battery		
8	2	PC	Wiper Blade 22"		
9	7	PC	Wiper Blade 20"		
10	2	PC	Wiper Blade 19"		
11	1	UNT	3SM Battery		
<b>Total Amount (in Php)</b>					

The above quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
 Name / Position / Signature of Authorized Representative

\_\_\_\_\_  
 Name of Company

\_\_\_\_\_  
 Company Address

\_\_\_\_\_  
 Contact Number

\_\_\_\_\_  
 Email Address

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES )
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

AFFIDAVIT

I, \_\_\_\_\_, of legal age, \_\_\_\_\_, \_\_\_\_\_, and residing at
[Name of Affiant] [Civil Status] [Nationality]

[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 \_\_\_\_\_ with
[Name of Bidder] 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. \_\_\_\_\_ is not "blacklisted" or barred from bidding by the
[Name of Bidder] 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;

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. \_\_\_\_\_ is authorizing the Head of the Procuring Entity
[Name of Bidder] 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

\_\_\_\_\_ is related to the Head of the Procuring Entity,  
[Name of Bidder]

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. \_\_\_\_\_ complies with existing labor laws and standards; and

[Name of Bidder]

8. \_\_\_\_\_ is aware of and has undertaken the following responsibilities as a Bidder:

[Name of Bidder]

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
- d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the

\_\_\_\_\_.

[Name of the Project]

9. \_\_\_\_\_ did not give or pay directly or indirectly, any commission,  
[Name of Bidder]  
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.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her \_\_\_\_\_, with his/her photograph and signature appearing thereon,

[insert type of government identification card used]  
with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of \_\_\_\_\_.

**NAME OF NOTARY PUBLIC**  
Serial No. of Commission \_\_\_\_\_  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorneys No. \_\_\_\_\_  
PTR No. \_\_\_\_\_ [date issued], [place issued]  
IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_