



**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 (RFQ)**

1. The Philippine Ports Authority - Port Management Office of Batangas (PPA-PMOB) through its Bids and Awards Committee for the Procurement of Goods and Consultancy and other Services (BAC-PGCS) will undertake **procurement of spare parts and consumables** of Konica Minolta Bizhub Machine Model BHC280, Konica Minolta Bizhub Machine Model BH160, and Fuji Xerox Photocopying Machine Model No. DC2020, in accordance with Section 50, Direct Contracting, 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/Delivery/Installation of Spare Parts and Consumables of Konica Minolta Bizhub Machine Model BHC280, Konica Minolta Bizhub Machine Model BH160, and Fuji Xerox Photocopying Machine Model No. DC2020**
- b. Delivery Site : **Philippine Ports Authority - PMO Batangas (PPA-PMOB) PPA Administration Bldg., Port Access Road, Calicanto, Batangas City**
- c. Item Description/ Specification :

Item No.	Qty.	Unit	Item Description/Specification
1	1	Pc	Motor (65JA80060), C280
2	1	Pc	Lever
3	1	Pc	Toner 7416/BH160 (TN102K)
4	1	Pc	Drum 7416/BH160 (DR102K)
5	1	Pc	676K36010-KIT DV Y 1BK
6	1	Pc	676K36000-KIT DV M 1BK
7	1	Pc	676K35990-KIT DV C 1BK
8	1	Pc	676K35980-KIT DV K 1BK
9	2	Pcs	Drum Cartridge DCS2020
10	2	Pcs	Black Toner
11	2	Pcs	Yellow Toner
12	2	Pcs	Magenta Toner
13	2	Pcs	Cyan Toner

- d. Delivery Period : **Within FIFTEEN (15) calendar days upon receipt of a written Notice or Purchase Order (P.O.), whichever is applicable. Administrative penalties pursuant to Sec. 69 of the Revised IRR of R.A. 9184 shall be imposed for non-delivery without reason.**
- e. Approved Budget for the Contract (ABC) : **Php 105,937.00 (inclusive of 12% VAT)**
- f. Source of Fund : **PPA Corporate Funds**
2. The bidder who has the **exclusive distributorship** for the above-mentioned project is invited to submit quotation together with the **CERTIFIED TRUE COPY** of the following documents: a) Valid Mayor's Permit; b) Valid Certificate of PhilGEPS Registration or Printout of Organization Information page indicating

**VISION**

*"By 2020, PPA shall have provided port services of global standards"*

**MISSION**

1. Provide reliable and responsive services in ports, sustain development of community 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 values to the country's image and reputation.

**PhilGEPS Registration Number;** and c) Valid Certification of Exclusive Distributorship from Konica Minolta within **THREE (3)** days from date this RFQ was received.

3. All quotations may be submitted by mail, courier or hand carried addressed to:

**RESTITUTO S. SEBOLLENA**  
Chairperson, BAC-PGCS  
Philippine Ports Authority  
Port Management Office of 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
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. Quotation received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected.
7. Prospective bidder shall be a duly licensed Filipino citizens/sole proprietorships; partnerships, corporations, 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.
8. The project shall be awarded to the supplier with quotation not exceeding the given ABC.
9. A warranty security shall be required from the winning bidder for a period of three (3) months. 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.
10. PPA-PMOB reserves the right to reject quotation 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.
11. For the information, you may contact **Jocelyn P. Boongaling**, Head, BAC Secretariat at Telephone No. **(043) 723-9173**.

**RESTITUTO S. SEBOLLENA**  
Chairperson, BAC-PGCS