



**INVITATION FOR SUBMISSION OF QUOTATION  
(REQUEST FOR QUOTATION)**

1. The Philippine Ports Authority, Port Management Office of Palawan through its Bids and Awards Committee invites Consultant/Preparer, to submit a bid/quotation for the hereunder project:

A. Name of Project: Consultancy Services for the Preparation of Environmental Impact Statement and Facilitation of Environmental Compliance Certificate (ECC) of the Proposed Construction of Port Operational Area and Expansion of Existing R.C. Pier, Port of El Nido, Palawan

B. Procurement Mode: Small Value – Sec. 53.9

C. Scope of Contract: General Expenses (Mobilization and Demobilization) Survey (Data Collection, Site Survey, and Investigation); Sampling and Laboratory Testing (Assessment, Effluent Water Sampling, and Testing) Preparation of EMP and acquisition of ECC (Preparation of EMP/Review by PPA/Submission to DENR/Follow-up Application/Pay all Fees & Penalties, Acquisition of ECC)

D. Approve Budget for the Contract: ₱ 514,600.00

2. The duly accomplished Bid Form and the following documents must be placed in a sealed envelope, in three (3) copies each, duly signed/certified true copy by the bidder or duly authorized representative, and submitted in accordance with Item No. 4

**ENVELOP A: Technical Component**

1. Valid Mayor's/ Business Permit
2. PhilGEPS Registration Number
3. Income/Business Tax Returns
4. Omnibus Sworn Statement
5. Company Profile
6. Curriculum Vitae of the Assigned Team Leader
7. Valid DENR-EMB Accreditation or Certification
8. List of Completed and On-going Contracts, and
9. Approach, Work plan, and Schedule

**ENVELOP B: Financial Component**

1. Bid Offer

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

3. Bidding Documents may be purchased by interested Bidders starting May 31, 2023 from the address below and upon payment of ONE THOUSAND PESOS (₱ 1,000.00) VAT inclusive.
4. All quotations must be received by the BAC through manual submission on or before 1:00 P.M. of June 5, 2023 addressed to:

MR. JEMUEL B. APELLIDO  
BAC Chairperson  
Philippine Ports Authority  
PMO – Palawan  
Port Area, Puerto Princesa City, Palawan

5. Bid opening shall be on June 5, 2023, 1:30 P.M. in Conference Room, 2<sup>nd</sup> Floor, PPA PMO-Palawan Administrative Building, Port Area, Puerto Princesa City, Palawan. Bids will be opened in the presence of the bidders' representative who chose to attend the activity.
6. The Consultant shall be evaluated based on the Quality Cost Based Evaluation (QCBE) procedure.  
The criteria and rating for the selection of the winning consultant are as follows:

Bid Components	Weight
a. Technical Component	60%
b. Financial Component	40%
Total	100%

For the Technical Component the rating will be as follows:


Technical Bid Component	Weight
a. Qualification of Personnel to be assigned to the project	30%
b. Applicable Experience of the Consultancy Firm	60%
c. Plan of Approach and Methodology	10%
Total	100%

7. The Philippine Ports Authority reserves the right to reject any bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

MARIZA O. NALLANA  
 Head Secretariat  
 PMO Palawan BAC  
 Port Area, Puerto Princesa City  
 Telephone Nos: (048) 433-0356 or (048) 716-6864  
 Email Address: pmopalawanbac@gmail.com

9. You may visit the following websites:

For downloading of Bidding Documents: [www.ppa.com.ph](http://www.ppa.com.ph)  
[www.gppb.com.ph](http://www.gppb.com.ph)

  
 JEMUEL B. APELLIDO  
 Chairperson  
 PPA PMO-Palawan BAC

## **TECHNICAL COMPONENT**

- 1. Valid Mayor's/ Business Permit**
- 2. PhilGEPS Registration Number**
- 3. Income/Business Tax Returns**
- 4. Omnibus Sworn Statement**
- 5. Company Profile**
- 6. Curriculum Vitae of the Assigned Team Leader**
- 7. Valid DENR-EMB Accreditation or Certification**
- 8. List of Completed and On-going Contracts, and**
- 9. Approach, Work plan, and Schedule**

## 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]*

**Company Profile**

**Format of Curriculum Vitae (CV) for Proposed Professional Staff**

Proposed Position: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Name of Staff: \_\_\_\_\_

Profession: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Years with Firm/Entity: \_\_\_\_\_ Nationality: \_\_\_\_\_

Membership in Professional Societies: \_\_\_\_\_

Detailed Tasks Assigned: \_\_\_\_\_

**Key Qualifications:**

*[Give an outline of staff member's experience and training most pertinent to tasks on project. Describe degree of responsibility held by staff member on relevant previous projects and give dates and locations.]*

**Education:**

*[Summarize college/university and other specialized education of staff members, giving names of schools, dates attended, and degrees obtained.]*

**Employment Record:**

*[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of projects. For experience in last ten years, also give types of activities performed and client references, where appropriate.]*

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

**Commitment:**

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

\_\_\_\_\_ Date: \_\_\_\_\_  
*[Signature of staff member and authorized representative of the firm]* Day/Month/Year

Full name of staff member: \_\_\_\_\_

Full name of authorized representative: \_\_\_\_\_

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of *[month]* *[year]* at *[place of execution]*, 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 *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of *[month]* *[year]*.

**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 \_\_\_\_.

**List of Completed and On-going Contracts**

Name of Contract or Title of Project	Owner's Name, Address and Contact Number	Nature/Scope of Work	Date of Award	Contract Amount	Estimated Time of Completion	Contract Status

\_\_\_\_\_  
Name of Firm/Applicant

\_\_\_\_\_  
Authorized Signing Official



**Description of the Methodology and Work Plan for Performing the Project**

---

Name of Firm/Applicant

---

Authorized Signing Official

**Activity (Work) Schedule**

**A. Field Investigation and Study Items**

	<i>[1st, 2nd, etc. are months from the start of project.]</i>		
Activity (Work)	1st	2nd	3rd

**B. Completion and Submission of Reports**

Reports	Date

\_\_\_\_\_  
Name of Firm/Applicant

\_\_\_\_\_  
Authorized Signing Official

**PHILIPPINE PORTS AUTHORITY**

PMO PALAWAN  
Puerto Princesa City

**PRICE QUOTATION**

**PROJECT NAME** : **CONSULTANCY SERVICES FOR THE PREPARATION OF ENVIRONMENTAL IMPACT STATEMENT AND FACILITATION OF ENVIRONMENTAL COMPLIANCE CERTIFICATE (ECC) OF THE PROPOSED CONSTRUCTION OF PORT OPERATIONAL AREA AND EXPANSION OF EXISTING R.C. PIER, PORT OF EL NIDO, EL NIDO, PALAWAN**

**PROJECT LOCATION** : **PORT OF EL NIDO, EL NIDO, PALAWAN**

**APPROVED BUDGET FOR :** **₱514,600.00**  
**THE CONTRACT (ABC)**

**PROJECT DURATION** : **NINETY (90) CALENDAR DAYS**

ITEM	DESCRIPTION OF WORK	UNIT	QTY.	UNIT BID	TOTAL AMOUNT
1	1 LOT 1. General Expenses (Mobilization and Demobilization) 2. Survey (Data Collection, Site Survey , and Investigation) 3. Sampling and Laboratory Testing (Assessment, Effluent Water Sampling, and Testing) 4. Preparation of Environmental Management Plan (EMP) and Acquisition of Environmental Compliance Certificate (ECC) (Preparation of EMP/Review of PPA/Submission to DENR/Follow-up Application/Pay all Fees & Penalties, Acquisition of ECC)				
<b>TOTAL BID AMOUNT</b>					
<b>SIGNATURE OVER PRINTED NAME OF AUTHORIZED SIGNING OFFICIAL</b>					
<b>NAME OF PROSPECTIVE BIDDER-FIRM</b>					
<b>ADDRESS</b>					