

PHILIPPINE PORTS AUTHORITY

PMO - Eastern Leyte/Samar

Port Area, Tacloban City

Tel. No. (053) 832-3962

Email Add: bac_pmoels@yahoo.com

Bids and Awards Committee - Procurement of Goods and Consultancy Services & Engineering Projects (BAC-PGCS/EP)

REQUEST FOR QUOTATION

RFQ for P.R. No.: **TAC-4191-23** P.R. Date: **August 04, 2023**

Date Of Quotation: **October 31, 2023**

Project/Title: **Survey Services of Land Area in the Port Zone Delineation of Ports of PMO-EL/S in Leyte**

Office/End-User: **ESD, PPA-PMO-Eastern Leyte/Samar**

Please read the Terms and Conditions of this Request for Price Quotation (RFQ) and quote your lowest price on the item/s listed below. Submit this RFQ, duly signed and sealed, to the BAC-PGCS/EP Secretariat, Victor Ansel O. Tingzon not later than **9:30 a.m. of November 27, 2023**. **OPENING OF BIDS** shall follow at **10:00 a.m.** on the same day at PPA, PMO-Eastern Leyte/Samar, Multi-Purpose Hall, Port Area, Tacloban City.

ITEM NO.	ITEM/S & SPECIFICATION	QTY	UNIT	AGENCY CANVASSED		BIDDER'S PRICE	
				UNIT	TOTAL	UNIT	TOTAL
	Survey Services of Land Area in the Port Zone Delineation of Ports of PMO-EL/S in Leyte						
I	Survey Services						
	1.1 Survey of land area of Port of San Ricardo	23,460.00	sq.m.	1.38	32,451.56		
	1.2 Survey of land area of Port of Liloan	22,555.82	sq.m.	1.42	32,038.13		
	1.3 Survey of land area of Port of Sogod	2,680.00	sq.m.	9.79	26,250.00		
	1.4 Survey of land area of Port of San Juan	1,562.00	sq.m.	16.81	26,250.00		
	1.5 Survey of land area of Port of St. Bernard	680.00	sq.m.	38.60	26,250.00		
	1.6 Survey of land area of Port of Tacloban	51,977.42	sq.m.	0.88	45,543.75		
	1.7 Survey of land area of Port of Carigara	11,094.00	sq.m.	2.41	26,755.31		
II	Miscellaneous						
	2.1 Transportation and accommodation of the party survey and placement of concrete monuments	1.00	lot	213,281.25	213,281.25		
	X-X-X-X-X						

NOTE: <u>Survey Services of Land Area in the Port Zone Delineation of Ports of PMO-EL/S in Leyte</u>	TOTAL ABC		
	Php	428,820.00	BIDDER'S TOTAL

PRINTED NAME & SIGNATURE OF OWNER/AUTHORIZED REPRESENTATIVE

COMPANY NAME: _____

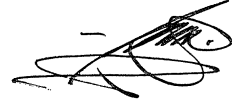
ADDRESS: _____

CONTACT NO.: _____

TERMS AND CONDITIONS
Small Value Procurement (SVP)

- Fill-out all entries legibly; typewritten or handwritten.
- Attach the photocopy of the following documents:
 - Mayor's Business Permit - 2023
 - PhilGEPS Registration Number
 - Professional License of Geodetic Engineer
- Quote on all items specifying the **unit cost for each item, the total cost, and the total price quotation.**
- Any **alteration, erasures or overwriting** shall be valid only if they are **signed** or initialed by the bidder.
- Bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as **"Failed"** under the "Pass/Fail" criterion in Rule IX Section 30.1 of the 2016 Revised IRR of RA 9184.

6. The contract shall be awarded to the consultant with the **single or highest rated and responsive proposal**.
7. Deliver the services within **fifty (50) working days** from receipt of the Notice to Proceed; otherwise, you must pay liquidated damages equal to one-tenth (1/10) of one percent (1%) of the cost of the services to be delivered for every day of delay.
8. Bid prices shall be valid for a period of sixty (60) calendar days from date of quotation.
9. The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract under Section 41 of the Revised IRR of RA 9184.
10. The pertinent provisions of RA 9184 and its Revised IRR shall govern the contract implementation and other matters not expressly mentioned herein.
11. Please attach copy of the PPA Official Receipt in the amount of Five Hundred Sixty (Php. 560.00) pesos as proof of payment of the non refundable fee for the cost of Bidding documents.



ATTY. GLENN S. LAGUNAY
Chairperson, BAC-PGCS/EP

TERMS OF REFERENCE

SURVEY SERVICES OF LAND AREA IN THE PORT ZONE DELINEATION OF PORTS OF PHILIPPINE PORTS AUTHORITY, PORT MANAGEMENT OFFICE - EASTERN LEYTE/SAMAR IN LEYTE

I. OBJECTIVE:

The survey intends to establish corners of land area in the port zone delineation of Port of San Ricardo, Liloan, Sogod, San Juan, St. Bernard, Tacloban and Carigara, Leyte. The technical description and area indicated in the PZD shall be the basis of establishment of the corners or setting the boundaries.

II. APPROVED BUDGET FOR THE CONTRACT (ABC):

The ABC for the proposed geodetic services is **Four Hundred Twenty-Eight Thousand Eight Hundred Twenty (P428,820.00)** inclusive of all applicable government taxes and charges, professional fees, and other incidental and administrative costs.

III. SCOPE OF WORKS:

The Consultant/Firm shall undertake the following:

- a) Pre-Survey Activities and Field Operation
 - i. Data Research of Adjoining owners and Old Monuments Inventory.
 - ii. Reconnaissance.
- b) Notification of Survey. The Barangay Chairperson and Lot owner affected by the survey shall be notified before the conduct of survey.
- c) Survey of seven (7) PZD. The following shall apply:
 - i. When it is positively established that a boundary survey mark has not been set as originally intended, re-set the mark after recording the position of the mark that must be re-set.
 - ii. Record any nature of status of property (titled/declaration) caused by the differences between the positions of boundaries as determined in reinstatement survey and the original or earlier survey. This shall be stated in the narrative report which shall be included in the survey returns.
 - iii. The establishment of corners, boundary lines, etc, of magnetic surveys, upon which valid land titles have been based, shall be established following the metes and bounds as stated in the certificate of title, taking into consideration the adjoining natural and man-made features and as many as old corners as possible.
 - iv. Establishment of monuments. If there is no monument established, a standard cylindrical monument must be placed.
 - v. Setting of permanent position of lot corners. In case no corner markers can be found on the ground, at least three (3) corner-markers of nearby approved survey may be used as reference provided a common point can be established pursuant to Section 128 of the Manual of Land Survey Procedures.
- d) Prepare and submit three (3) copies of the PZD (Land Area and Off-shore) (size A3) with technical description to PPA, PMO-Eastern Leyte/Samar including Computer-Aided Design (CAD) file. The CAD File shall be drawn to a scale of 1:1. The PZD plan shall be in an appropriate scale
- e) Fulfil all its obligations by using its technical expertise and in accordance with the highest professional and industry standards. The CONSULTANT shall exercise all reasonable skill, care, diligence and prudence in the discharge of the duties agreed to be performed and shall always work in the best interest of PPA, PMO-Eastern Leyte/Samar. To attain

TERMS OF REFERENCE

SURVEY SERVICES OF LAND AREA IN THE PORT ZONE DELINEATION OF PORTS OF PHILIPPINE PORTS AUTHORITY, PORT MANAGEMENT OFFICE - EASTERN LEYTE/SAMAR IN LEYTE

these ends, the Consultant/Firm shall provide personnel with sufficient qualifications and experience to ensure the full and satisfactory accomplishment of the required services.

IV. PORT ZONE DELINEATION FOR RELOCATION SURVEY.

Hereunder are the PZD land area for survey.

Item No.	Property Location	Land Area in Sq.M.
1	Port of San Ricardo	23,460.00
2	Port of Liloan	22,555.82
3	Port of Sogod	2,680.00
4	Port of San Juan	1,562.00
5	Port of St. Bernard	680.00
6	Port of Tacloban	51,977.42
7	Port of Carigara	11,094.00

V. QUALIFICATIONS OF THE CONSULTANT AND ITS KEY PERSONNEL.

The consultant must be in the business of providing Land/Off-Shore Surveying services for at least two (2) years and must be eligible in dealing business with the government with the following requirements:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Professional License of Geodetic Engineer

The minimum list of equipment required are as follows:

1. One (1) unit Total Station w/ complete accessories, owned
2. One (1) unit Real Time Kinematic w/ complete accessories, owned

The minimum required experience of proposed professional staff are as follows:

Min. Number of Position	Key Personnel	Qualification
One (1)	Geodetic Engineer	Up to five (5) years
One (1)	Instrument Man	Up to five (5) years
One (1)	Survey Aide	Up to two (2) years

VI. PROJECT TIMELINE

Activity	Timeline (Working Days)
a. Pre-Survey Activities and Field Operation	
i. Data Research of Adjoining owners and Old Monuments Inventory.	7
ii. Reconnaissance.	3
b. Issuance of Notification to affected owners	10
c. Survey of seven (7) PZD land area	15
d. Submission and presentation to PPA, PMO-EL/S of survey returns for review	10

TERMS OF REFERENCE

SURVEY SERVICES OF LAND AREA IN THE PORT ZONE DELINEATION OF PORTS OF PHILIPPINE PORTS AUTHORITY, PORT MANAGEMENT OFFICE - EASTERN LEYTE/SAMAR IN LEYTE

e. Submission of survey returns of the survey to the proper government agency for verification	5
Total	50

VII. CONTRACT TERM

The Project shall be effective from the issuance of the Notice to Proceed to the Consultant/Firm.

Consultant/Firm is given **Fifty (50) working days** to prepare and submit the required outputs reckoned from the date of receipt of the Notice to Proceed from PPA, PMO-Eastern Leyte/Samar.

The Project shall end upon the receipt by the Consultant/Firm of the Certificate of Acceptance and Completion issued by PPA, PMO-Eastern Leyte/Samar, unless sooner terminated for a cause or upon mutual agreement by both parties.

VIII. MODE OF PAYMENT

Any payments relative to the partial or full completion of the contract shall be in accordance with the government procurement and auditing regulations. Prior to any release of payment, a statement of work accomplished must be submitted by the consultant and shall be subjected to verification by PPA's authorized representative.

IX. MODE OF PROCUREMENT

The procurement of the consulting services shall be undertaken through **Alternative Mode - Small Value Procurement (AM-SVP)** pursuant to RA 9184 and its Revised IRR.

Bids shall be evaluated using the Quality-Cost Based Evaluation (QCBE) wherein the Technical Proposals shall be given a weight of 60% and the Financial Proposal shall be given a weight of 40%. The consultant obtaining the highest total score shall be declared by the BAC as the bidder with the Highest Rated Bid (HRB).



TERMS OF REFERENCE


**SURVEY SERVICES OF LAND AREA IN THE PORT ZONE DELINEATION OF
PORTS OF PHILIPPINE PORTS AUTHORITY, PORT MANAGEMENT OFFICE -
EASTERN LEYTE/SAMAR IN LEYTE**


X. ASSISTANCE TO BE PROVIDED BY PPA

a) PPA shall provide all available pertinent documents such as copy of port zone delineation, technical descriptions, and survey plans.


Prepared by:

Submitted by:


JAYKURTZ G. CAMERO
Engineering Assistant A


ROSSANA Z. NUEVO
Acting Division Manager, ESD

Approved:


MANUEL A. BOHOLANO
Port Manager

Project Title: Survey Services of Land Area in the Port Zone Delineation of Ports of
PMO-EL/S in Leyte
(PR-TAC-4191-23)

CHECKLIST FOR TECHNICAL REQUIREMENTS			
I.	Experience of the Firm (List of Similar On-going and Completed Government and Private Contracts)		
		Up to 1 year	
		More than 1 year to 2 years	
		More than 2 years to 3 years	
		More than 3 years	
II.	1. Experience of Key Personnel		
	2.1.1 Geodetic Engineer	Up to 5 years	
		More than 5 years to 8 years	
		More than 8 years to 10 years	
		More than 10 years	
	2.1.2 Instrument Man	Up to 5 years	
		More than 5 years to 8 years	
		More than 8 years to 10 years	
		More than 10 years	
	2.1.3 Survey Aide	Up to 2 years	
		More than 2 years to 6 years	
		More than 6 years to 10 years	
		More than 10 years	
	2. Relevant Training		
	2.2.1 Geodetic Engineer	24 hours	
		More than 24 hours to 36 hours	
		More than 36 hours to 72 hours	
		More than 72 hours	
III.	Methodology		
	Project Duration	50 Working Days	
		45 -49 Working Days	
		41 – 44 Working Days	
		40 Working Days or less	