



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8330840
Procuring Entity PHILIPPINE RECLAMATION AUTHORITY
Title HAULING OF RECORDS, PROPERTIES AND OTHER OFFICE EQUIPMENT - Repost
Area of Delivery Metro Manila

Solicitation Number: 21-11-0882	Status	Active
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification: Goods - General Support Services	Bid Supplements	0
Category: Cargo Forwarding and Hauling Services	Document Request List	0
Approved Budget for the Contract: PHP 400,000.00	Date Published	29/12/2021
Delivery Period: 7 Day/s	Last Updated / Time	29/12/2021 00:00 AM
Client Agency:	Closing Date / Time	03/01/2022 17:00 PM
Contact Person: Angela Rodrigo BAC Secretariat Member 7th Flr., Legaspi Tower 200, 107 Paseo de Roxas, Legaspi Village Makati City Metro Manila Philippines 1226 63-2-84595000 Ext.7203 bac@pea.gov.ph		

Description

NO. QTY. UNIT DESCRIPTION

1. 70 Trips Transfer of records, properties and other office equipment from PRA Office, Makati City to PNOC Building, BGC, Taguig City
 2. 30 Trips Transfer of records, properties and other office equipment from PRA Office, Makati City to Coastal Plaza Condominium (CPC), Las Pinas City
 See Specifications on PAGE 2
 Delivery period: 7 calendar days
 Approved Budget for the Contract: ₱ 400,000.00 ONLY

DOCUMENTARY REQUIREMENTS (COMPLY ALL):

- Accomplished Quotation Forms and Specifications Form (SEE ATTACHED)
- PhilGEPS Registration Number
- Valid Business/ Mayor's Permit[1]
- Omnibus Sworn Statement[2]
- Secretary Certificate (for corporation or partnership)

Please use PDF (preferred) or IMAGE file extension for email submission.

Good day!

May we invite you to submit quotation for the above-mentioned requirements of Philippine Reclamation Authority (PRA).

PLEASE FILL UP THE ATTACHED FORMS and submit the same with the complete requirements indicated in the said form. You can send it to PRA Office or thru email (bac@pea.gov.ph) for the attention of BAC Secretariat. ONLINE SUBMISSION IS PREFERRED. Kindly check our website at <http://www.pea.gov.ph> for announcement of office hours during the community quarantine.

Quotation must be submitted on or before the quotation closing date as shown above. QUOTATION RECEIVED WITH INCOMPLETE REQUIREMENTS AND THOSE RECEIVED AFTER THE CLOSING DATE WILL NOT BE ACCEPTED.

You may write your queries and concerns to bac@pea.gov.ph.

Note:

[1]Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

[2]Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

Thank you.

ANGELA E. RODRIGO
BAC Secretariat Member
Philippine Reclamation Authority

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Hauling Services	See Quotation and Specifications Forms	1	Lot	400,000.00

Other Information

Please visit <https://www.pea.gov.ph/procurement/philgeps-postings/2021-philgeps-postings> or message bac@pea.gov.ph if you can't download the Associated Components/Documents.

Please message bac@pea.gov.ph if you are submitting your quotation in hard copy.

Created by Angela Rodrigo

Date Created 28/12/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City
Tel. No. 459-5000 loc. 7203

QUOTATION FORM

SUPPLIER: _____ Date: _____
 PhilGEPS Registry No. _____
 ADDRESS: _____ TEL. NO.: _____
 _____ WEBSITE: _____
 TIN. NO.: _____ E-MAIL: _____

INSTRUCTIONS:

1. Fill in all the blanks and place checkmarks on applicable boxes.
2. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).
3. Indicate the brand name of the offered item/s and delivery charges (if applicable).
4. In case you are the **EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES**, attach appropriate documents to the said effect.
5. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). **ONLINE SUBMISSION IS PREFERRED.**

NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE*	TOTAL AMOUNT (Unit Price x Qty)*
1.	70	Trips	Transfer of records, properties and other office equipment from PRA Office, Makati City to PNOC Building, BGC, Taguig City		
2.	30	Trips	Transfer of records, properties and other office equipment from PRA Office, Makati City to Coastal Plaza Condominium (CPC), Las Pinas City		
			See Specifications on PAGE 2		
			Delivery period: 7 calendar days		
			Approved Budget for the Contract: ₱ 400,000.00 ONLY		
GRAND TOTAL:					

* Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

Terms and Conditions (FILL-OUT AND COMPLY REQUIREMENTS):

1. Payment shall be in the form of **Company Check** and price validity shall be **30 calendar days**.
2. Availability of item/s: Delivery Pick-up within ____ calendar days (c.d.) upon receipt of Purchase Order (P.O.).
3. Warranty period: Not Applicable Applicable warranty period shall be _____.
4. Indicate if quotation is: VAT inclusive Non-VAT (**attach certification**).
5. **Supplier/s must submit a copy of the following documents per 2016 Revised IRR of R.A. 9184:**
 - i. Valid PhilGEPS Registration Number
 - ii. Mayor's/Business Permit¹.
 - iii. Omnibus Sworn Statement (include Secretary Certificate for partnership or corporation)²
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	VAT Taxpayer	Non-VAT Taxpayer
Expanded Withholding TAX	2%	2%
Gross Money Payment	5%	3%
TOTAL	7%	5%

QUOTED BY:

Signature of Authorized Representative

Printed Name of Authorized Representative

Position

¹ Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration No.

² Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

SPECIFICATIONS

**PROJECT: HAULING OF RECORDS, PROPERTIES AND OTHER OFFICE EQUIPMENT - Repost
APPROVED BUDGET FOR THE CONTRACT (ABC): PHP 400,000.00 ONLY**

Description: Transfer of records, properties and other office equipment from PRA Office, Makati City to PNOC Building, BGC, Taguig City and to Coastal Plaza Condominium (CPC), Las Pinas City

SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
1. 70 Trips to transfer of records, properties and other office equipment from PRA Office, Makati City to PNOC Building, BGC, Taguig City		
2. 30 Trips to transfer of records, properties and other office equipment from PRA Office, Makati City to Coastal Plaza Condominium (CPC), Las Pinas City		
3. Inclusion: 1) Driver 2) Minimum two (2) helpers 3) Diesel 4) Parking Fee 5) Toll Fees 6) Entrance Fees at BGC		
4. Truck size (minimum requirement): 10ft long, 6ft height, 6ft width		
5. Can provide 3 units/day and 3 trips/truck/day		
6. Maximum of 2 hrs. loading and 2 hrs. unloading per trip		

SIGNED:

Signature of Authorized
Representative

Printed Name of Authorized
Representative

Position