



## **REQUEST FOR QUOTATION**

### **Infrastructure**

#### **(Negotiated Procurement-Small Value Procurement)**

The City Government of Naga (CGN), through its Bids and Awards Committee (BAC), hereby invites all interested contractors, to quote their lowest price on the project stated below, subject to the Terms of Reference (TOR) and submit the same duly signed by their authorized representative not later than 3:00PM on Monday, July 29, 2024, at the City Procurement Office, City Hall Compound, J. Miranda Avenue, Naga City. Opening of sealed bids will be at 3:00PM on the same day.

Name of Project and Location:	<b>REPLACEMENT OF DAMAGE STRUCTURES FROM ROAD WIDENING (GUARD HOUSE), Naga Imperial Crematory &amp; Columbarium, Bgy. Balatas, Naga City</b>
Contract Reference Number:	<b>009412-2024-01</b>
Approved Budget for the Contract:	<b>P 486,800.00</b>

#### **TERMS OF REFERENCE**

**I.** The following documentary requirements shall be submitted together with the price quotation (**sealed in an envelope**):

1. PhilGEPS Registration Certificate-Platinum (Attach Annex "A" stating that you have a current and updated file of the following Class "A" eligibility documents under Section 23.1(a) and 24.1):
  - a. SEC/DTI/CDA Registration Certificate
  - b. Mayor's/Business Permit
  - c. Tax Clearance
  - d. Philippine Contractors Accreditation Board (PCAB) license and registration
  - e. Audited Financial Statements
2. BIR Registration Certificate
3. Income Tax Return (ITR)
4. Omnibus Sworn Statement
5. Affidavit of Site Inspection

**II. Implementation Schedule:**

The project should be completed within **sixty (60)** calendar days starting from receipt of Notice to Proceed (NTP).

**III. General Conditions:**

1. All quotations must be legibly written.
2. Price offers exceeding the Approved Budget for the Contract (ABC) shall be automatically disqualified.
3. Bid offers shall be duly supported by the bidder's detailed computation of estimated costs for each item.
4. Total bid offers shall be inclusive of taxes such as but not limited to VAT, income tax, local tax and other levies.
5. Price quotation will be valid for one hundred and twenty (120) calendar days from date of opening of sealed bids.
5. The price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract.

**IV. Award of Contract**

The BAC shall recommend to the CGN the award of contract to the bidder with the Lowest Calculated Responsive Bid (LCRB).

**V. Performance Security**

1. To guarantee the faithful performance of the successful bidder of its obligation under the contract, it shall post a Performance Security within ten (10) calendar days from the receipt of Notice of Award (NOA), which shall answer for any liability arising from the performance of the contract.
2. The performance security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount not less than the percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
Cash or cashier's/manager's check issued by a Universal or Commercial Bank. <i>(The Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Ten percent (10%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. <i>(The Bank Draft/Guarantee, or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

3. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the Contractor is in default in any of its obligations under the Contract.

**VI. Contract Signing**

1. The CGN shall enter into contract with the winning bidder upon posting of the required Performance Security and insurance coverage. The following documents shall form part of the contract:
  - a. Contract Agreement;
  - b. Terms of Reference;
  - c. Price Quotation Form including the detailed cost computation of estimated costs; and
  - d. Notice of Award

**VII. Notice to Proceed (NTP)**

The CGN shall issue the NTP to the successful bidder upon approval of the contract by the Head of the Procuring Entity.

**VIII. Progress Payments:**

1. The contractor may submit a request for payment for work accomplished. Such request for payment shall be verified and certified by the CGN's Project Engineer. Materials and equipment delivered on the site but not completely and properly installed shall not be included for payment.
2. The first progress payment may be paid by the CGN to the contractor provided that at least fifty percent (50%) of the work has been accomplished as certified by

the CGN's Project Engineer.

**IX. Warranty Security:**

1. To guarantee that the contractor shall perform his responsibilities as prescribed in Section 62.2.3.1(a) of this IRR, it shall be required to post a warranty security in accordance with the following schedule:

Form of Warranty Security	Amount of Warranty Security (Not less than the required percentage of the Total Contract Price)
a. Cash or Letter of Credit issued by a Universal or Commercial Bank: Provided, however, That the Letter of Credit shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. (The Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.)	Five percent (5%)
b) Bank guarantee confirmed by a Universal or Commercial Bank. (The bank draft/guarantee may be issued by other banks certified by the BSP as authorized to issue such financial instrument.)	Ten percent (10%)
c) Surety bond callable upon demand issued by GSIS or a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

2. The warranty security shall be denominated in Philippine Pesos, remain effective for one (1) year from the date of issuance of the Certificate of Final Acceptance by the CGN.

**X. Liquidated Damages**

The Contractor shall pay liquidated damages to the CGN at the rate per day of delay.


The applicable liquidated damages is at least one tenth (1/10) of one percent of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of this contract the CGN shall rescind this Contract, without prejudice to the other courses of action and remedies open to it.

For further inquiries, please coordinate with the BAC Secretariat at the address below:

BAC Secretariat/City Procurement Office  
GF, Room 108, Main Building, City Hall Compound  
J. Miranda Avenue, Concepcion Pequena, Naga City

The City Government of Naga reserves the right to reject any or all price quotations, to waive any minor defects therein, to annul the bidding process, to reject all price quotations, at any time prior to contract award, thereby incurring any liability to the affected bidder(s), and to accept only the offer that is most advantageous to the government.

The CGN assumes no responsibility whatsoever to compensate and indemnify bidders for any expenses incurred in the preparation of their price quotations.



**FRANCISCO M. MENDOZA**  
Chairperson, Bids and Awards Committee

# PRICE QUOTATION

TO: **Mr. FRANCISCO M. MENDOZA**  
BAC Chairperson

Sir:

After having carefully read and accepted the Terms of Reference for the **PROPOSED REPLACEMENT OF DAMAGE STRUCTURES FROM ROAD WIDENING (GUARD HOUSE), NAGA IMPERIAL CREMATORY & COLUMBARY, BGY. BALATAS, NAGA CITY**, I hereby submit, **in a sealed envelope**, my price quotation, along with the required documents and detailed computation of estimated costs:

Item No.	Item Description/ Specifications/ Scope of Work	Quantity	Unit	Unit Cost	Total Cost
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**PROPOSED REPLACEMENT OF DAMAGE STRUCTURES FROM ROAD WIDENING  
(GUARD HOUSE), NAGA IMPERIAL CREMATORY & COLUMBARY, BGY. BALATAS,  
NAGA CITY**

**Contract Reference Number: 009412-2024-01**

**Approved Budget for the Contract (ABC) – P 486,800.00**

(Attached please find the detailed estimates)

Equipment Required:	Welding Machine, Concrete Mixer				
Location:	Bgy. Balatas, Naga City				
102	Excavation	18.00	Cu.M.		
SPL009	Concrete Works	5.70	Cu.M.		
SPL010	Masonry Works	36.50	Sq.M.		
716	Roofing and Roof Framing	9.60	Sq.M.		
SPL016C	Tile Works	14.50	Sq.M.		
00148	Ceiling Works	7.90	Sq.M.		
SPL017	Plumbing Works	2.10	Sq.M.		
00144	Septic Tank	1.00	Unit		
SPL070A	Down Spout/Catch Basin	2.00	Units		
NRTB 9	Electrical Works	16.65	Sq.M.		
NRTB 8	Painting Works	104.00	Sq.M.		
SPLH58	Forms and Scaffolding	1.00	Ls.		
SPL023D-A	Demolition Works	1.00	Ls.		
SPL145	Hardware Accessories	1.00	Ls.		
00152	Safety & Health Program	2.00	Mos.		
SPL001	Sign Board	1.00	Pc.		
<b>T O T A L</b>					

In words:

If our bid is accepted, we undertake to provide the required performance security.

We agree to abide by this bid for the bid validity period of one hundred twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your Notice of Award (NOA) shall be binding upon us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Name of Firm/Offeror .....

Printed Name and  
Signature of  
Representative .....

Address .....

Tel. No./Mobile  
No./Email Address .....

Date .....



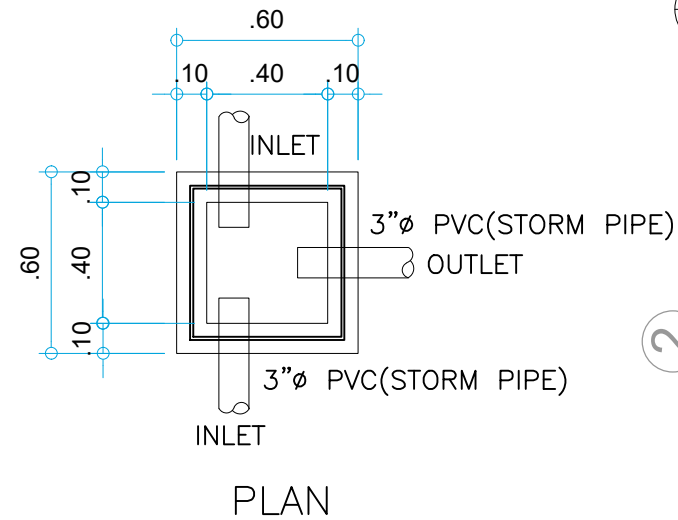
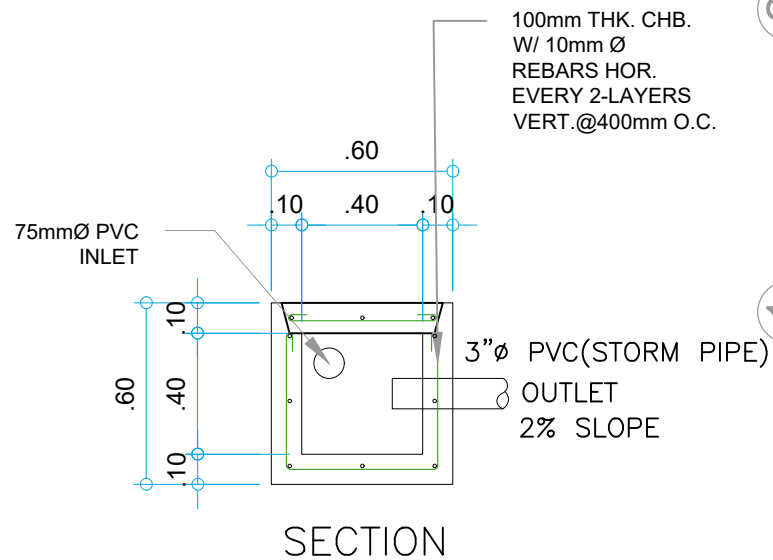




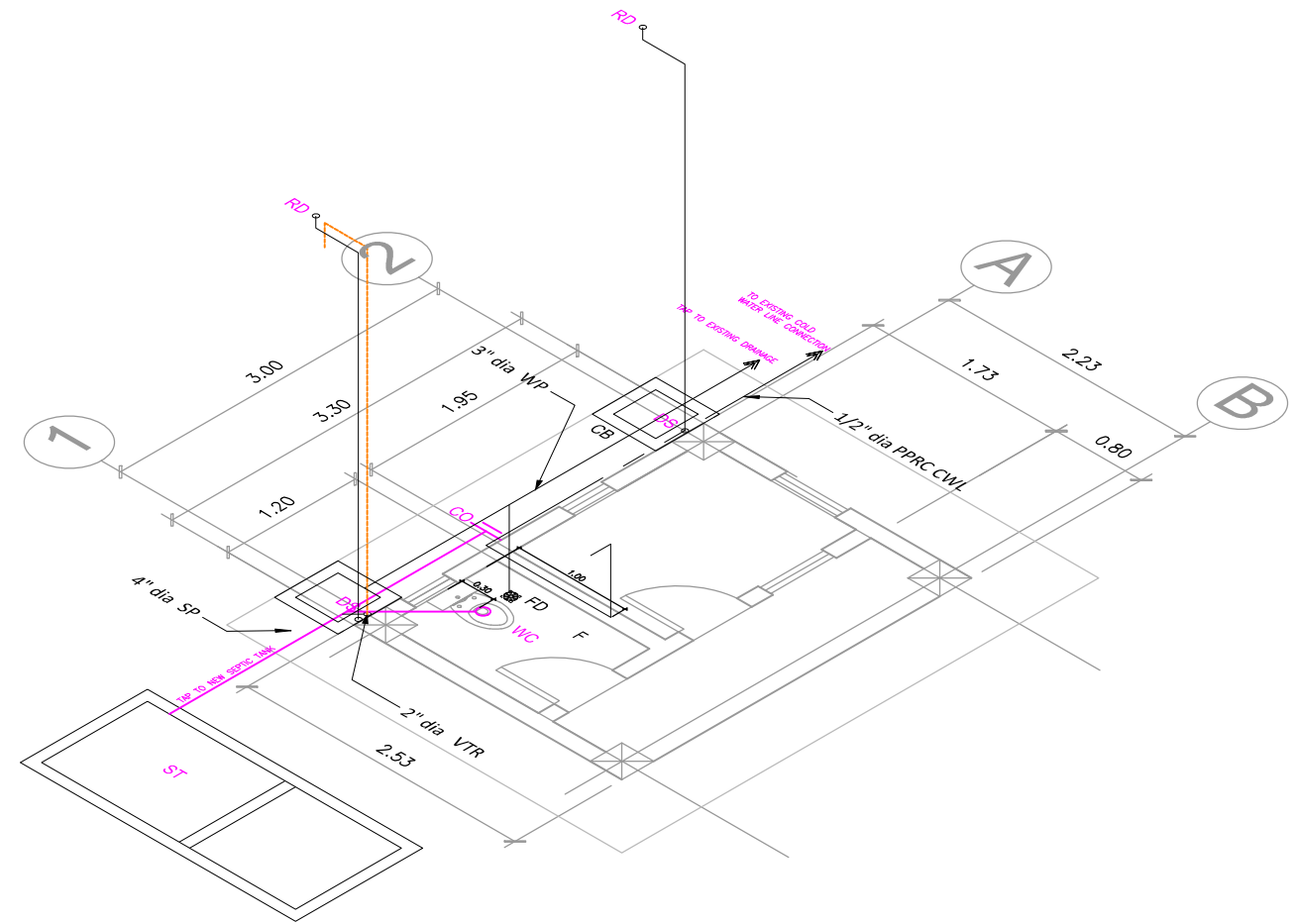
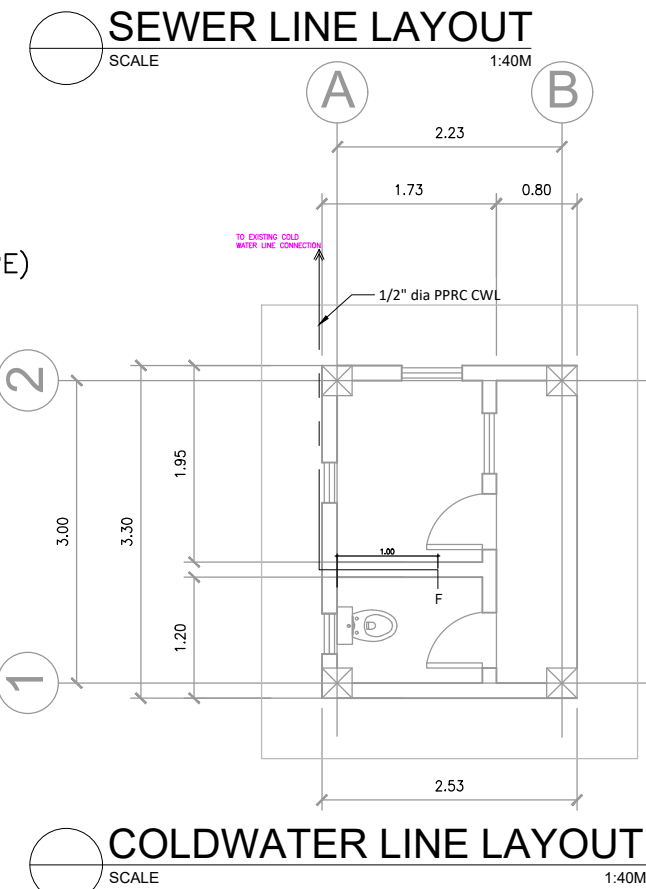
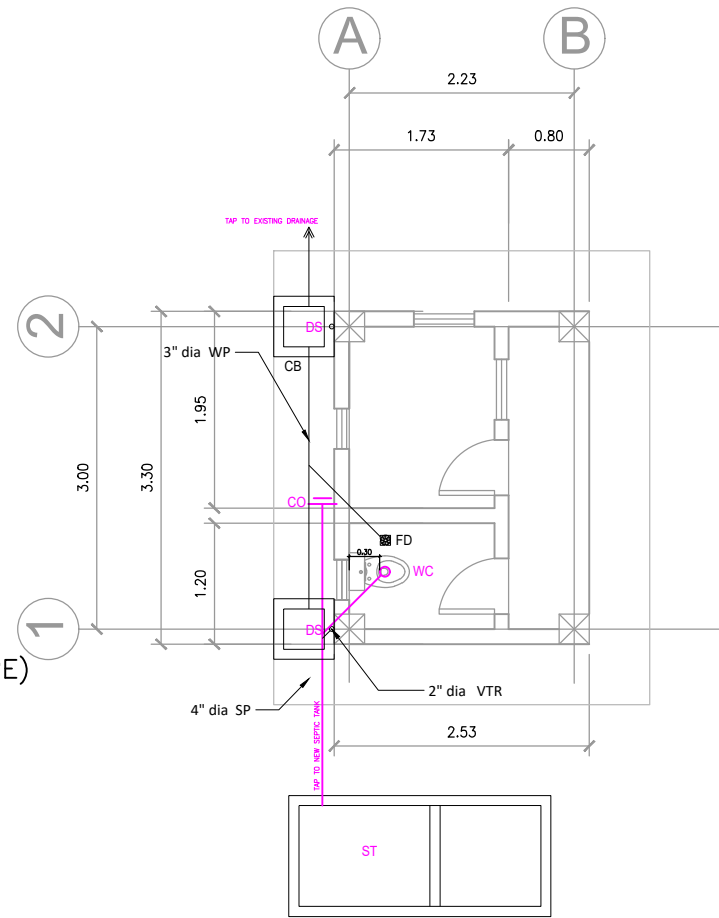








CATCH BASIN DETAIL  
SCALE 1:40M

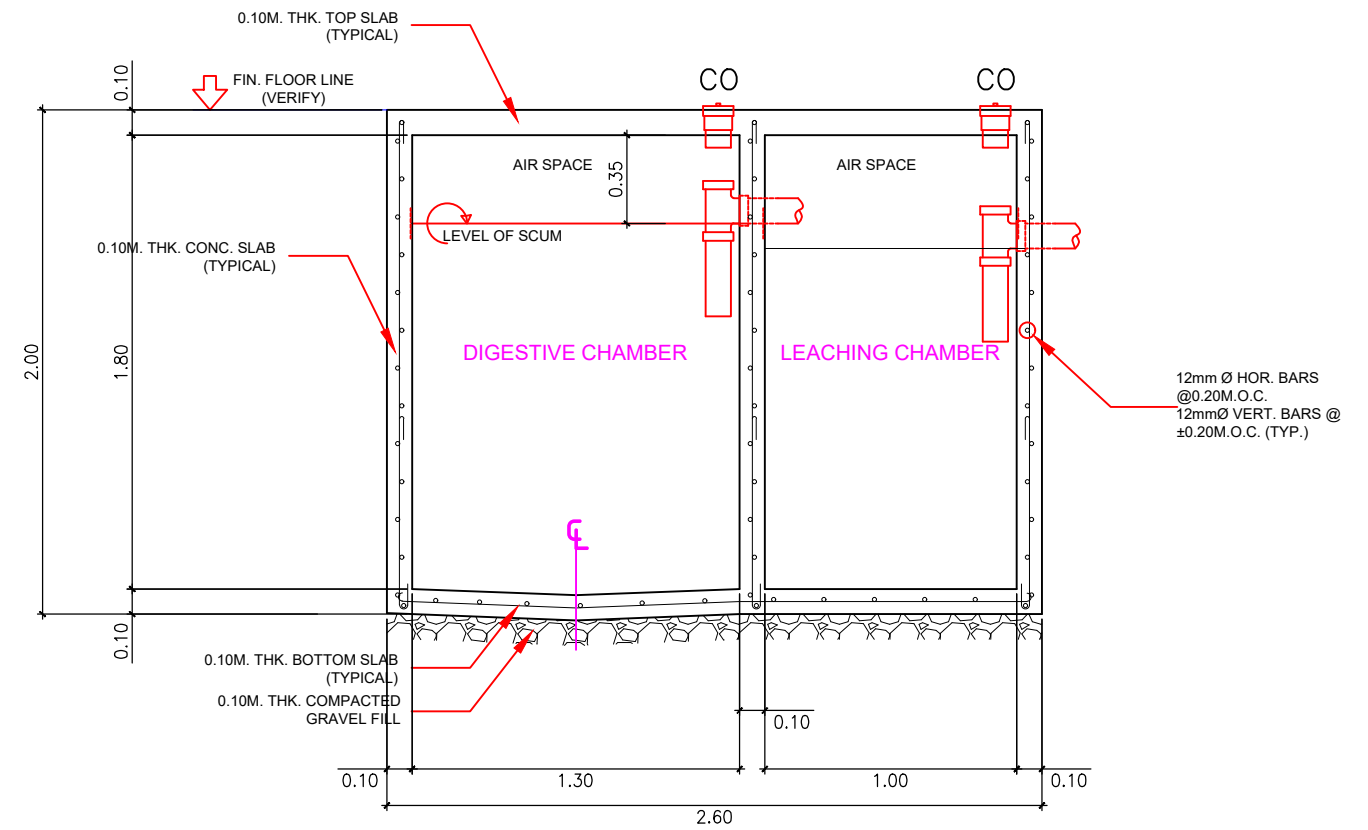
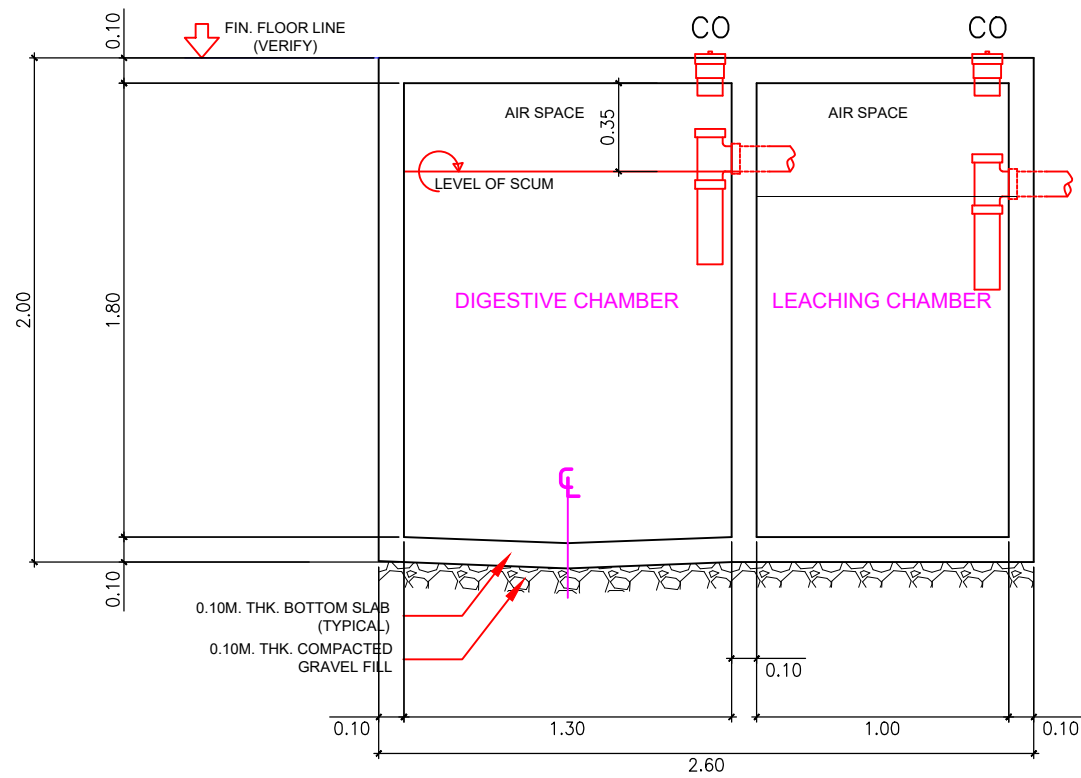
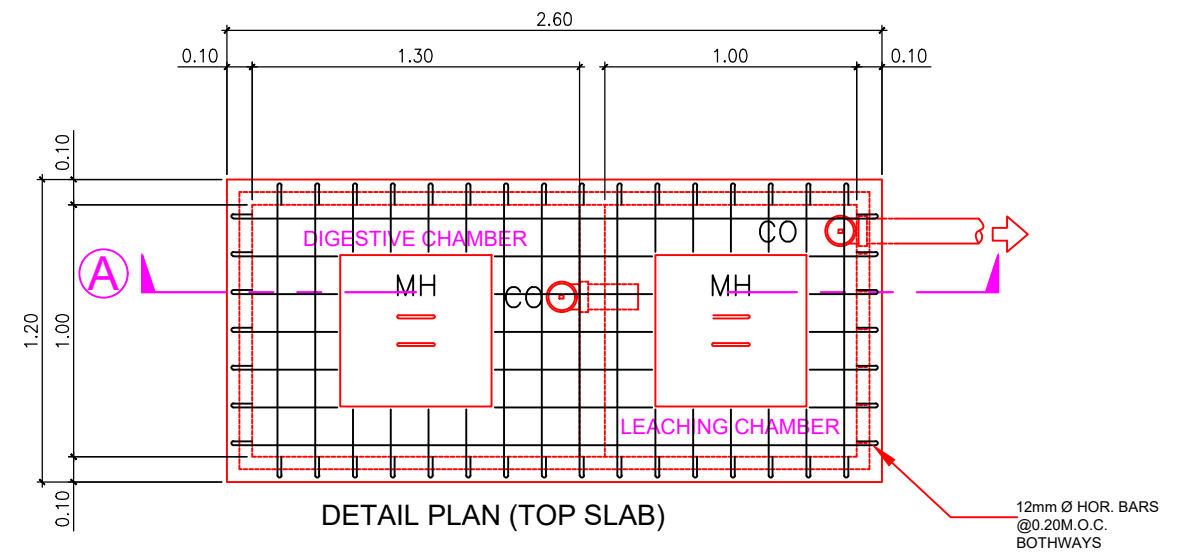
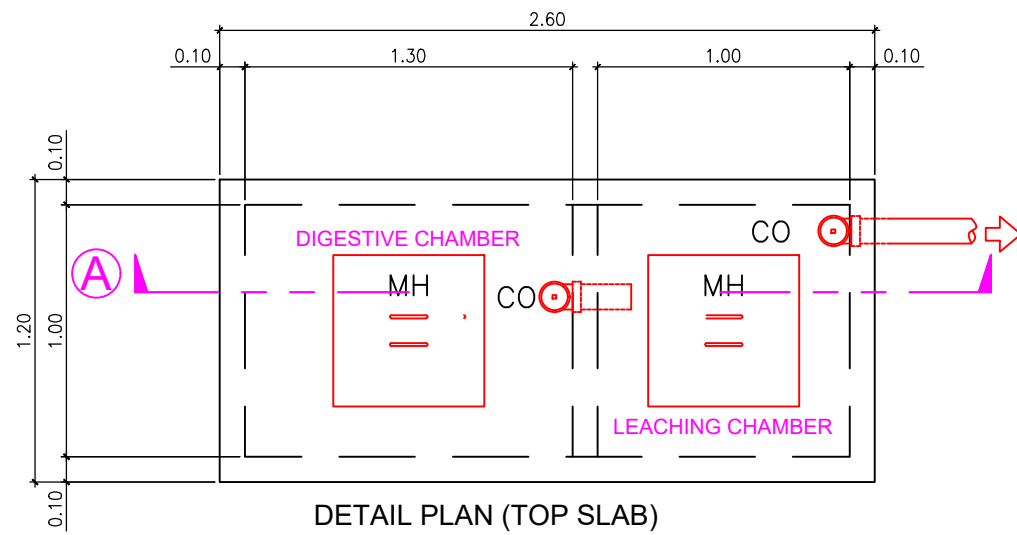


PLUMBING NOTES:

- GRADES OF HORIZONTAL PIPING**  
RUN ALL HORIZONTAL PIPINGS IN PERFECT ALIGNMENT AND AT A FORM GRADE OF NOT LESS THAN TWO PERCENT (2%).
- CHANGE IN DIRECTION**  
ALL CHANGE IN DIRECTION SHALL BE MADE BY APPROPRIATE USE OF FORTY FIVE DEGREES (45°) WYES, LONG SWEEP QUARTER BEND, SIX-EIGHT OR SIXTEENTH BENDS. WHEN THE CHANGE OF FLOW IS FROM HORIZONTAL TO VERTICAL, 1/8 BEND COMBINATION MAYBE USED ON VERTICAL STACKS AND SHORT QUARTER BENDS MAYBE USED ON WASTE LINE. TEE AND CROSSES MAYBE USED IN VENT PIPES.
- PROHIBITED FITTINGS**  
NO DOUBLE HUB OR TEE BRANCH SHALL BE USED ON HORIZONTAL WASTE LINES. THE DRILLINGS AND TAPPINGS OF HOUSE DRAIN, WASTE OR VENT PIPES AND USE OF SADDLE HUB AND BEND ARE PROHIBITED.
- SLEEVES**  
PROVIDE PIPE SLEEVES AT WALLS, COLUMN OR SLABS ONE SIZE BIGGER THAN THE ACTUAL SIZE PASSING THROUGH THE WALLS, COLUMNS OR UNDER SLAB TO PROTECT PIPE FROM BREAKAGE.
- PIPE CLEAN-OUTS**  
PIPE CLEAN-OUTS ARE REQUIRED UNDER THE FOLLOWING CONDITIONS:  
a. EVERY CHANGE IN HORIZONTAL DIRECTIONS EXCEEDING TWENTY-TWO AND ONE-HALF DEGREES (22 1/2°).  
b. ONE AND ONE-HALF METERS (1.50 m) INSIDE THE PROPERTY LINE BEFORE THE HOUSE DRAINAGE CONNECTION.  
c. EVERY FIFTEEN METERS (15.00 m) IN HORIZONTAL RUN OF PIPES.  
d. AT THE END OF ANY HORIZONTAL PIPE LINES.
- THE DIGESTION CHAMBER OF SEPTIC VAULT MUST BE WATERPROOFED.
- NOT LESS THAN 300 mm OF AIR SPACE MUST BE LEFT BETWEEN THE TOP OF THE SEWAGE AND THE UNDER PART OF THE VAULT ROOF SLAB.
- NO SEPTIC VAULT MUST BE CONSTRUCTED UNDER THE BUILDING.
- ALL PLUMBING WORKS SHALL BE DONE BY A LICENSED MASTER PLUMBER AND A LICENSED PLUMBING CONTRACTOR.

PLUMBING LEGEND:

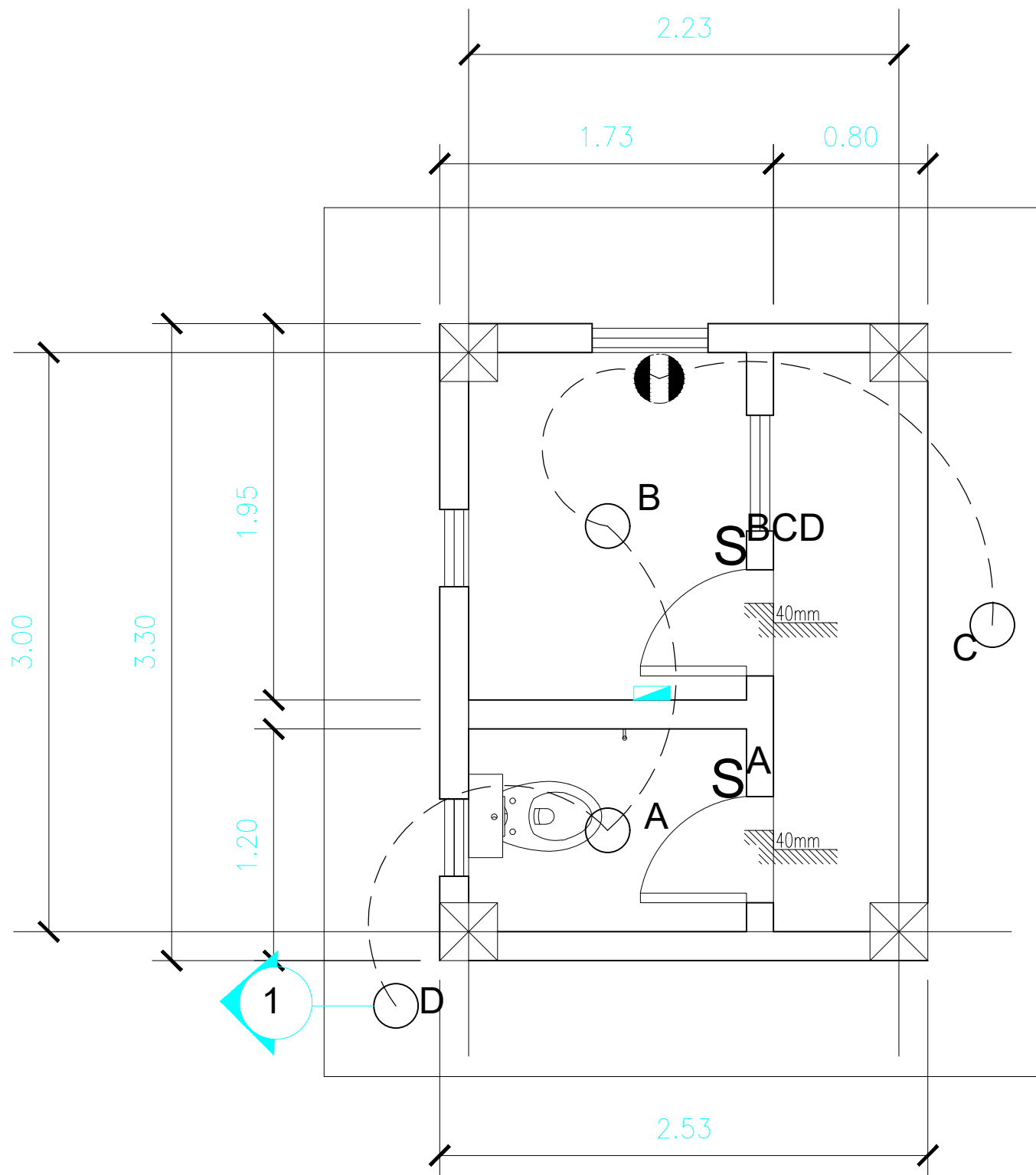
CD	CORRIDOR DRAIN	PVCSP	POLYVINYL CHLORIDE SOIL PIPE (SERIES 1000) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)
CO	CLEAN OUT	PVCSS	POLYVINYL CHLORIDE SOIL STACK (SERIES 1000) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)
CV	CHECK VALVE	PVCVP	POLYVINYL CHLORIDE VENT STACK (SERIES 600) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)
FD	FLOOR DRAIN	PVCVS	POLYVINYL CHLORIDE VENT STACK (SERIES 600) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)
FDC	FIRE DEPARTMENT CONNECTION	PVCVTR	POLYVINYL CHLORIDE VENT THRU ROOF (SERIES 600) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)
FHC	FIRE HOSE CABINET	PVCWP	POLYVINYL CHLORIDE WASTE PIPE (SERIES 1000) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)
HB	HOSE BIBB	RD	ROOF DRAIN
G.I.	GALVANIZED IRON	SD	SINK DRAIN
GT	GREASE TRAP	UD	URINAL DRAIN
GV	GATE VALVE	WM	WATER METER
LAV	LAVATORY		
KS	KITCHEN SINK		
MH	MANHOLE		
PPRC CWL	POLYPROPYLENE RANDOM COPOLYMER COLD WATER LINE, TYPE 3, PN 20 (ISO 15874 / JOINING BY SOCKET FUSION)		
PPRC CWLR	POLYPROPYLENE RANDOM COPOLYMER COLD WATER RISER, TYPE 3, PN 20 (ISO 15874 / JOINING BY SOCKET FUSION)		
PVCDP	POLYVINYL CHLORIDE DRAIN PIPE (SERIES 1000) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)		
PVCDS	POLYVINYL CHLORIDE DOWNSPOUT (SERIES 1000) (ASTM D2729 / ASTM D3311, ISO 4435 / ASTM D2564)		



DETAIL SECTION A

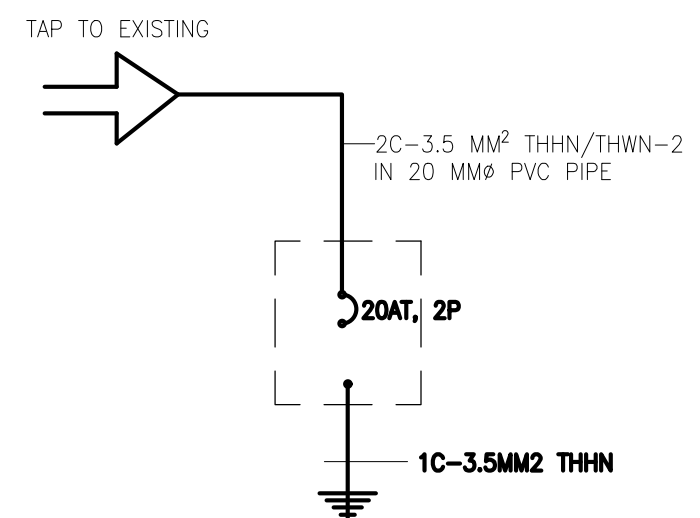
DETAIL SECTION A

**DETAIL OF SEPTIC VAULT**  
SCALE 1:20M.



**LIGHTING & POWER LAYOUT PLAN**  
SCALE 1:30M

LEGEND	
SYMBOL	DESCRIPTION
	SERVICE ENTRANCE
	SAFETY BREAKER
	LED BULB 9W
	CIRCUIT BREAKER
	POWER OUTLET
	THREE GANG SWITCH
	SINGLE POLE SWITCH
	CIRCUIT HOMERUN



**SINGLE LINE DIAGRAM**  
NOT TO SCALE

- SPECIFICATION:**
1. ALL INSTALLATION SHALL BE IN COMPLIANCE TO P.E.C AND LOCAL ORDINANCES.
  2. ALL INTERIOR CONDUITS SHALL BE PNS 14.
  3. ALL CONDUITS ENTERING JUNCTION BOXES, PULL BOXES, AUXILLIARY GUTTER, PANEL BOARDS AND OTHER METAL BOXES SHALL BE TERMINATED IN APPROVED TYPE ADAPTORS.
  4. ALL LIGHTING FIXTURES SHALL BE GROUNDED AS REQUIRED BY ARTICLE 4.10 OF P.E.C. USE ADDITIONAL INSULATORS FOR TERMINATION AS NECESSARY.
  5. ALL JUNCTION AND UTILITY BOXES SHALL BE METAL GAUGE 16, HOT DIP GALVANIZED.
  6. CLEARANCES OF TERMINAL FROM ALL METAL PARTS SHALL BE OBTAINED.
  7. BENDING RADIUS OF CONDUCTOR SHALL BE COMPLIANT TO P.E.C
  8. DERATING OF CONDUCTOR SHALL BE APPLIED FOR MORE THAN FOUR (4) CONDUCTORS IN CONDUITS OR WIRE WAYS.
  9. ALL INSTALLATIONS SHALL BE UNDER SUPERVISION OF LICENSE ELECTRICAL PRACTITIONERS.
  10. PANEL BOXES AND AUXILLIARY GUTTERS SHALL BE MADE OF 1.5mm G.I POWDER COATED OR ENAMEL FINISHED OVER APPROVED METAL PRIMER.
  11. ALL GROUNDING CONDUCTOR, GROUNDING ROD, SHALL BE BONDED TOGETHER.

SCHEDULE OF LOAD:																		
CKT. NO.	LOAD DESCRIPTION	NO.OF			SWITCHES				AMP.				V	VA	CB	SIZE OF WIRE		
		LO	CO	OTHERS	S1	S2	S3	S3W	AB	BC	CA	AMP.				WIRE	CONDUIT	
1	LED BULB 9WATTS POWER OUTLET	04	01		1		1						0.93	230	216	20,2P	2C-3.5MM2 THHN/THWN WIRE-2 1C-3.5MM2 THHN/THWN WIRE	20MMØ UPVC PIPE

<p>REPUBLIC OF THE PHILIPPINES OFFICE OF THE CITY ENGINEER CITY OF NAGA</p>	<p>PROJECT TITLE: <b>PROPOSED REPLACEMENT OF DAMAGED STRUCTURE FROM ROAD WIDENING</b></p>	<p>REVIEWED BY: <b>ALEXANDER A. FABIANO</b> SPECIAL PROJECT HEAD</p>	<p>RECOMMENDED BY: <b>EMMEL M. ADAQUE</b> ENGINEER III</p>	<p>APPROVED BY: <b>ALEXANDER N. CANING</b> ACTING CITY ENGINEER</p>	<p>PREPARED BY: <b>NELSON S. LEGACION</b> CITY MAYOR</p>	<p>SHEET NO. A</p>
	<p>Location: Brgy. Balatas, Naga Imperial Crematory &amp; Columbarry; Naga City, Camarines Sur</p>					