



Republic of the Philippines
NATIONAL COMMISSION ON INDIGENOUS PEOPLES
Cordillera Administrative Region

Unit 311, Lyman Ogilby Centrum, 358 Magsaysay Avenue, Baguio City
Telefax: (074) 422-4173 | www.ncipcar.ph | Email: carncip@gmail.com

REQUEST FOR QUOTATION

Sir/Madam:

The National Commission on Indigenous Peoples through its Bids and Awards Committee (BAC), will undertake procurement of civil works for the Construction of Perimeter Fence at the Critical Portion of Sunnyside Watershed in Tadian, Mountain Province with an approved budget for the contract of Nine Hundred Fifty Thousand Pesos Only (Php 950,000.00).

The procurement will be undertaken through Small Value Procurement in accordance Section 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184.

In accordance with the Terms of Reference, please accomplish, provide correct and accurate information and submit the duly signed Price Quotation Form (Annex "A") in a sealed envelope not later than 9:00 AM of September 2, 2019 at address indicated in the letterhead.

The NCIP-CAR reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

Very truly yours,


ATTY. BRAIN S. MASWENG
BAC Chairman

PRICE QUOTATION FORM (ANNEX "A")

ATTY. BRAIN S. MASWENG

BAC Chairperson
National Commission on Indigenous Peoples
Cordillera Administrative Region

S I R:

After having carefully read and accepted the terms and conditions, I hereby submit my quotation together with the required documents:

Quantity	Financial Offer/Quotation	Total Cost inclusive of applicable tax (Please state amount in words and in figures)
1 lot	Construction of Perimeter Fence at the Critical Portion of Sunnyside Watershed in Tadian, Mountain Province	Php _____

*see attached detailed computation of costs per item as per Bill of Quantities

If our Bid is accepted, we undertake to provide a performance security in the form, amount, and within the time specified in the TOR.

Note:

1. All entries must be typewritten or hand-printed, corrections must be countersigned.
2. Price offer exceeding the ABC for this project shall be automatically disqualified
3. Bid offer shall be duly supported by the bidder's detailed computation of costs for each item of work as enumerated in the bill of quantities.
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 validity shall be for a period of 120 calendar days from the date of opening.
6. 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.

Bidder's Commitment:

We hereby agree and bind ourselves to the terms and conditions herein specified, to the manner of bidding and evaluation set up by the Bids and Awards Committee. We understand that NCIP-CAR is not bound to accept the lowest or any quotation it may receive.

Very truly yours,

Signature Over Printed Name/Date

Position: _____

Company Represented: _____

Tel. No. / Cellphone No.: _____



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Project : CONSTRUCTION OF PERIMETER FENCE AT THE CRITICAL PORTION OF
SUNNYSIDE WATERSHED
Location : Tadian, Mountain Province

BILL OF QUANTITIES

To be filled up by the Procuring Entity				To be filled up by the Bidder	
Item No (1)	Description (2)	Unit (3)	Quantity (4)	Amount in Words and Figures (Pesos) (5)	
103(1)a	Structure Excavation (Unclassified)	Cu.m.	67.39		
404	Reinforcing Steel Bar	Kgs.	3,231.61		
405	Structural Concrete	Cu.m.	18.65		
SPL1	Masonry Works	Sq.m.	443.52		
SPL2	Barbed Wire	Ln.m.	554.40		
SPL3	Manual Hauling of Materials	Kgs.	152,487.80		
SPL4	Personal Protective Equipment	Lot	1.00		
SPL5	Project Billboards	Lot	1.00		

Submitted by:

Signature Over Printed Name of Bidder's Representative

Date



TERMS OF REFERENCE

SMALL VALUE PROCUREMENT (SEC. 53.9) FOR THE CONSTRUCTION OF PERIMETER FENCE AT THE CRITICAL PORTION OF SUNNYSIDE WATERSHED

- I. Identifying Data
Project: Construction of Perimeter Fence at the Critical Portions of Sunnyside Watershed
Location: Sunnyside, Tadian, Mountain Province
Approved Budget for the Contract (Ceiling Amount): Php 950,000.00
- II. Qualification of Bidders
Bidders qualified under Section 23.4.2 (eligibility requirements for the procurement of infrastructure projects) are allowed to participate. Preferably, bidders should have implemented similar infrastructure projects within the ancestral domain of Tadian or have previous engagements with the ICCs/IPs in the area.
- III. Schedule of Activities
 - a. Posting of Request for Quotation (RFQ) and related documents in the PhilGEPs and NCIP-CAR Website: August 30, 2019
 - b. Issuance of RFQ: August 30, 2019 until before 9:00 AM of September 2, 2019
 - c. Deadline for submission and receipt of bids: September 2, 2019 at 9:00AM
 - d. Opening of bids and eligibility check: September 2, 2019 at 9:00AM
- IV. Bid Forms
Only the plans will be purchased by interested bidders from the BAC Secretariat upon payment of a non-refundable fee for the bidding documents in the amount of Php 500.00. All other bidding documents will be downloaded at PhilGEPs website and NCIP-CAR website.
- V. Submission and Receipt of Bids
The bidder shall submit the accomplished price quotation form, bill of quantities and the following documents:
 - a. Mayor's/Business Permit
 - b. PhilGEPs Registration
 - c. PCAB License
 - d. Income/Business tax return
 - e. Omnibus Sworn Statement shall be required if after evaluation, your bid will be determined as the Single/Lowest Calculated or Responsive Bid.
 - f. Detailed and Summary of Estimates
 - g. Report/Proof of Site Inspection
- VI. Performance Security
To guarantee the faithful performance by the winning Bidder of its obligations under the contract, it shall post a performance security within a maximum period of ten (10) calendar days from the receipt of the Notice of Award from the Procuring Entity and in no case later than the signing of the contract. The Performance Security shall be denominated in Philippine Pesos in an amount not less than the percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Ten percent (10%) of the contract price
(b) 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.	
(c) 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%) of the contract price

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.

The performance security may be released by the Procuring Entity and returned to the Contractor after the issuance of the Certificate of Final Acceptance subject to the following conditions: (a) There are no pending claims against the Contractor or the surety company filed by the Procuring Entity; and (b) The Contractor has no pending claims for labor and materials filed against it.

VII. Contractor's Obligation

1. The contractor shall take charge of securing permit from concerned office if required.
2. The contractor shall commence execution of the works immediately upon the receipt of Notice to Proceed and shall carry out the works in accordance with the contract. The Contractor shall complete the project within the approved contract time of one hundred twenty (120) calendar days. No contract time extension shall be allowed for unjustifiable reasons or at contractor's fault that causes delay. Any delay will be penalized applying the provisions on Liquidated Damages. Contract time extension may be allowed based on the provisions of RA 9184 and to be supported by a written report of the Project-in-Charge upon recommendation of the Inspection and Monitoring Team and a Letter Request of the Contractor stating reasons for delay and purpose of work extension. Extensions will be subject to the final approval of the Head of the Procuring Entity.
3. The Contractor shall be liable and accountable for any eventualities such as;
 - a. Accident, injury and death of its workers.
 - b. Harm and injury to third parties caused by its workers.
 - c. Financial credit from third parties by its workers.
4. All duties, excise and other taxes and revenue charges, if any shall be borne by the Contractor.

VIII. Liquidated Damages

The Contractor shall pay liquidated damages to the Procuring Entity 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 NCIP-CAR shall rescind this Contract, without prejudice to the other courses of action and remedies open to it.

IX. Warranty

The Contractor shall be required to put up a warranty security in the form of cash, bank guarantee, letter of credit, GSIS or surety bond callable on demand, in accordance with the following schedule:

Form of Warranty	Amount of Warranty Security Not less than the Percentage (%) of Total Contract Price
Cash or letter of credit issued by 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	Five Percent (5%)
Bank guarantee confirmed by a Universal or Commercial Bank	Five Percent (5%)
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%)

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 Procuring Entity, and returned only after the lapse of the said one (1) year period.

In case of structural defects/failure occurring during the applicable warranty period provided in RA 9184, the Procuring Entity shall undertake the necessary restoration or reconstruction works and shall be entitled to full reimbursement by the parties found to be liable for expenses incurred therein upon demand, without prejudice to the filing of appropriate administrative, civil, and/or criminal charges against the responsible persons as well as the forfeiture of the warranty security posted in favor of the Procuring Entity.

X. Final Payment

Payment of the contract price shall be made upon submission of the complete requirements by the supplier (ie. billing statement) and issuance of Certificate of Completion to be prepared by the Project-in-Charge with the Inspection Team.

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