



Republic of the Philippines
Office of the President
NATIONAL COMMISSION ON INDIGENOUS PEOPLES
Cordillera Administrative Region
3F Lyman Ogilby Centrum (Annex), 358 Magsaysay Ave, Baguio City
Tel/Fax: (074) 422-4173 * www.ncipcar.ph * 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 Satellite Market in the Ancestral Domain of Happy Hallow with an approved budget for the contract of Four Hundred Sixty Four Thousand Two Hundred Fifty Pesos Only (Php 464,250.00).

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 5, 2018 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 Satellite Market in the Ancestral Domain of Happy Hallow	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 SATELLITE MARKET W/IN O.C.T. No. O-CALT-58
Location : Happy Hallow, Baguio City

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)
ITEM 102	Excavation Works	5.38	cu.m.	
SPL ITEM 1a	Form Works	1	lot	
ITEM 404	Reinforced Steel Bars	692.93	kgs	
ITEM 405	Structural Concrete	8.43	cu.m.	
ITEM 403	Steel Works	807.83	l.m.	
ITEM 1014	Tinsmithry	92.85	sq.m.	
SPL ITEM II	Painting Works	147.27	sq.m.	
SPL ITEM III	Clean-up and Clearing	1	lot	
SPL ITEM IV	Construction Safety and Health	3.54	sq.m.	
SPL ITEM V	Construction Foreman (Labor)	1	Lot	
	Fees (Building Permit)	1	Lot	
	Electric Consumption	1	Lot	

Submitted by:

Signature Over Printed Name of Bidder's Representative

Date



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TERMS OF REFERENCE

SMALL VALUE PROCUREMENT (SEC. 53.9) FOR THE CONSTRUCTION OF SATELLITE MARKET

- I. Identifying Data
Project: Construction of Satellite Market in the Ancestral Domain of Happy Hallow
Location: Happy Hallow, Baguio City
Approved Budget for the Contract (Ceiling Amount): Php 464,250.00
- 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 Happy Hallow in Baguio City or have previous engagements with the ICCs/IPs in Happy Hallow.
- III. Schedule of Activities
 - a. Posting of Request for Quotation (RFQ) and related documents in the PhilGEPs and NCIP-CAR Website: August 31, 2018
 - b. Issuance of RFQ: August 31, 2018 until 9:00 AM of September 5, 2018
 - c. Deadline for submission and receipt of bids: September 5, 2018 at 9:00AM
 - d. Opening of bids and eligibility check: September 5, 2018 at 9:00 AM
- 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.
- 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.	Php 46,525.00
(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.	Php 139,575.00

VII. Contractor's Obligation

1. The contractor shall take charge of securing the permit from BCDA/JHMC and CBAO.
2. The contractor shall work with the ICCs/IPs in the clearing and levelling of project site
3. 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 per approved contract time of twenty eight (25) 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 and Letter Request of the Contractor and reasons for the purpose of work extension and approval of the Head of the Procuring Entity.
4. 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.
5. 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
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	Php 23,262.50

Form of Warranty	Amount
Bank guarantee confirmed by a Universal or Commercial Bank	Php 46,525.00
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	Php 139,575.00

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.

X. Final Payment

Final 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.

xxxxx