



Republic of the Philippines
 Department of Agriculture
Philippine Center for Postharvest Development and Mechanization
 Science City of Muñoz, Nueva Ecija, Philippines
 Telephone Nos. 09178004526 (Globe); 09178130852 (Globe) loc. 144/142/143/144
 Email add.: amp@philmech.gov.ph

REQUEST FOR QUOTATION

RFQ No. : 23-10-968
 PR No. : 23-10-E-678

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than October 27, 2023.

The Philippine Center for Postharvest Development and Mechanization (PHilMech) reserves the right to reject any or all bids/quotations, to refuse to make an award for any item/s due to budget limitation, procurement regulations, or other similar valid causes and to waive any formality not affecting the substance of the bid as the interest of the government may require. It further assumes no responsibility whatsoever to compensate or indemnify suppliers for any expense/s incurred in the preparation of their quotation/s.


 OCT 23 2023
RAYMUND JOSEPH P. MACARANAS
 Authorized Official

 Buyer/Canvasser

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
1	1	lot	Supply of labor and materials for the Christmas Lighting of PHilMech Tower and Park Please see attached details: *Bill of Quantities *Scope of Work *Detailed Plan			

Delivery Period : _____
 Price validity : _____
 Warranty : _____
 Terms of Payment : _____



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General Conditions

1. The Approved Budget for the Contract (ABC) is 349,000.00.
2. Specifications herein provided are the minimum requirements of the PHilMech. Hence a supplier must not offer lower specifications than required.
3. Supplemental information shall be indicated/attached in the price quotation to reflect the complete specifications e.g., brand name, model, pictures/brochures of the offer.
4. Quotation must be inclusive of all costs and applicable government taxes, including delivery charges.
5. Award of the contract shall be made to the lowest complying/responsive bid/offer.
6. Price validity shall be forty five (45) calendar days from the deadline of submission of quotation.
7. For those with ABCs above Fifty Thousand Pesos (PhP50,000.00), suppliers shall submit copies of the following documents in support of their quotation, to wit:

- | | | |
|-------------------------------------|------|--|
| <input checked="" type="checkbox"/> | 7.1 | Current Mayor's/Business Permit |
| <input type="checkbox"/> | 7.2 | DTI/SEC Certificate of Registration |
| <input checked="" type="checkbox"/> | 7.3 | BIR Certificate of Registration |
| <input type="checkbox"/> | 7.4 | PhilGEPS Registration Certificate (Platinum) all pages |
| <input type="checkbox"/> | 7.5 | Omnibus Sworn Statement |
| <input type="checkbox"/> | 7.6 | Income/Business Tax Return |
| <input type="checkbox"/> | 7.7 | Professional License/Curriculum Vitae (Consulting Services) |
| <input type="checkbox"/> | 7.8 | PCAB License (Infra.) |
| <input type="checkbox"/> | 7.9 | Net Financial Contracting Capacity (NFCC) |
| <input type="checkbox"/> | 7.10 | Documents required as stated in the Technical Specifications |
| <input type="checkbox"/> | 7.11 | Others |

8. Supplier shall be responsible for the source/s of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or PO. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
9. Payment shall be made only upon completion and acceptance by the PHilMech.
10. Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.
11. Delivery period shall be indicated in the quotation. A penalty of 1/10 of one percent for every day of delay shall be charged as liquidated damages on the undelivered items/services.
12. Payment shall be made upon inspection and acceptance of delivery subject to prior submission of sales invoice/delivery receipt and other requirements as maybe necessary
13. In conformity with the Direct Payment Scheme via bank debit system, please credit/deposit payment to:
Name of Bank: _____
Bank Branch: _____
Account Name: _____
Account No.: _____

After having carefully read and accepted the General Conditions attached to the Request for Quotation, I/We quote you on the item/s at prices indicated above.

Printed name and signature of Authorized Representative
Designation: _____
Company Name: _____
Business Address: _____
PhilGEPS Registration No.: _____
TIN: _____
Contact No/s.: _____
Email Address: _____



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BILL OF QUANTITIES

PROJECT TITLE: Supply of Labor and Materials for the Christmas Lighting of PHilMech Tower and Park
Project Code: AD-INFRA-2023-010
Project Location: PHilMech, CLSU Compound, Science City of Muñoz, Nueva Ecija
Project Duration: 20 CD

Item No.	Description	QTY	UNIT	UNIT COST	AMOUNT
I.	TOWER LIGHTING				
A.	Accent Lighting (Rope Lights)				
B.	Christmas Lights (on faces)				
C.	String Lights				
	<i>Sub-Total</i>				
II.	PARK LIGHTING				
A.	Accent Lighting (Rope Lights)				
B.	Light Arches with Pathway Fence				
C.	Tree Line Lighting				
D.	LED Cone Trees				
E.	Net Lights				
F.	PHilMech Logo Décor				
	<i>Sub-Total</i>				
III.	TESTING AND COMMISSIONING				
A.	TESTING AND COMMISSIONING				
	<i>Sub-Total</i>				
IV.	MISCELLANEOUS EXPENSES				
A.	Cables and Breaker				
B.	Miscellaneous Decorations				
	<i>Sub-Total</i>				
	Total Direct Cost				
A.	Direct Cost				
B.	Indirect Cost (25% of A)				
C.	VAT (5% A+B)				
D.	Total Project Cost (A+B+C)				
In words					



SCOPE OF WORK

PROJECT TITLE: Supply of Labor and Materials for the Christmas Lighting of PHilMech Tower and Park
PROJECT ID NO.: AD-INFRA-2023-010
PROJECT LOCATION: PHilMech, CLSU Compound, Science City of Muñoz, Nueva Ecija

Technical Specification

1. GENERAL

- 1.1. The Contractor shall furnish all materials, equipment, tools, apparatus, appliances, accessories, transportation, labor and supervision required for the complete construction of the subject project, as shown on the drawings and called for in these specifications, ready for use.
- 1.2. All Contractor submitting the proposal for this project shall first conduct site inspection/ examination. All proposal shall take into consideration all such conditions that may affect the work under this contract. The specifications and plans shall form part as one.
- 1.3. The contractor shall coordinate the works with all parties to ensure proper phasing or comply with the approved schedule of work. The contractor shall engage under him, a registered Engineer or Architect to supervise the work.
- 1.4. No alteration or additional work that will result in an additive or deductive cost change from the Contract shall be allowed without the approval of the end-user.
- 1.5. Existing conditions of the work site shall be documented by the contractor and photos shall be taken before commencement of work to ensure such status. Any damage on the areas due to contractor's on-going work shall be restores at his expense.
- 1.6. The contractor shall provide a complete copy of "As Built Plans" of the project/unit concerned which shall include all the civil, architectural, plumbing, electrical and other related layouts in 20" x 30" original sheets. It should be properly drawn indicating all the specifications, layouts, tables and necessary data. Final "As Built plans" shall be submitted in 20" x 30" tracing sheets, 3 blueprints with signature of project engineer and an electronic Autocad drawing file.
- 1.7. The contractor shall promptly remove from the premises all rubbish, trash, debris, and all superfluous building materials on a weekly basis. After the completion of all works, restore all areas that were damaged as affected by the construction works and leave the site clean to the satisfaction of the Project Inspection or his representative and End-user.
- 1.8. All materials removed from the unit shall be properly documented prior to the turn-over to the End-user for proper safe keeping.

2. SCOPE OF WORK

2.1. TOWER LIGHTING

2.1.1 The works shall consist of installation of LED Strip/Rope Lights on all edges of the PHilMech Tower, installation of Christmas Lights on every face of the Tower, and Installation of String Lights on the railings of the tower.

2.1.2 LED spacing on rope lights is limited at a maximum of 18 mm.

2.1.3 Christmas Lights laid on each face should be 100mm – 150 mm apart.

2.1.4 The Lighting materials and Equipment shall conform to the applicable requirements given by DTI-BPS.

2.1.5 Christmas lights to be used must bear the Philippine Standard (PS) mark or the Import Commodity Clearance (ICC) sticker to be assured of the product safety and quality.

2.1.6 All lights should have an operating voltage of 220V and a rating frequency of 60 HZ.

2.1.7 All lights should be weather proof and must be fastened properly without sag or any loose connections.

2.2. PARK LIGHTING

2.2.1. The works shall consist of the installation of Tree Line lighting, accent lighting (LED Rope Lights), LED Cone Trees, Net Lights for Bushes, Light arches with Pathway fence, and PHilMech Logo Decorations.

2.2.2. laying out of the lighting elements must be done with the appropriate equipment and materials in accordance to the drawing provided.

2.2.3. All materials described herein shall be furnished and installed by the contractor unless specifically noted otherwise.

2.2.4. Tree Line Lighting includes installation of Tree lighting (Christmas Lights) covering the tree trunk and tree branches (bough), Installation of at least 10 meteor lights on each tree.

2.2.5. String Lights should be installed Linking each tree along the pathway.

2.2.6. LED Rope Lights should be installed on all edges of plant boxes, pathway, logo and the stage to serve as accent lighting.

2.2.7. Light arches frame, pathway fence, and LED Cone tree frame (10 sets) should be fabricated with reinforcing steel (grade 40). (*See Technical drawings for details*)

2.2.8. During erection, the work shall be securely braced and fastened temporarily to provide safety for all erection stresses etc. No permanent welding shall be done until proper alignment has been obtained.

2.2.9. Christmas Lights laid on Light arches should be 100mm – 150 mm apart.

2.2.10. Christmas lights should be wrapped tightly and fastened properly onto the pathway fence and Cone Frames.

2.2.11. Net Lights/Mesh lights will be laid over every bush on the park covering its entirety.

2.2.12. For safety purposes, refer to 2.1.5 to 2.1.7.

2.3. TESTING AND COMMISSIONING

2.3.1. Testing and commissioning is to be carried out on installations to ensure that they are safe and meet the design requirements.

2.3.2. Test results are to be recorded and included in the Operation and Maintenance manuals to ensure that a record exists of all tests undertaken and that the necessary information is provided to enable the installation to be maintained to continue to deliver its designed performance.

2.4. MISCELLANEOUS EXPENSES

2.4.1.1. The contractor shall provide and install 1pc-50AT Main Circuit Breaker, plug in type 5pcs-20AT Circuit Breaker, plug in type for the lighting system with a 3R enclosure panel 6-holes.

2.4.1.2. The contractor must use 3.5mm²/2C royal cord cable for the electrical connection and 14mm² THHN for the feeder wire and each shall be enclosed by PVC Electrical Conduit

2.4.1.3. The contractor shall provide and install Surface type waterproof outlet and Cable gland for cable entry

2.4.1.4. The contractor shall provide lawn decorations as prescribed in the drawings provided

3. INSPECTION

3.1. During implementation of the project and any time prior to the approval of the Final Report, the Contract shall permit the management to inspect, at any reasonable time, the property, all work done, labor performed and materials furnished in connection with the activities with the scope of work.

4. MANPOWER REQUIREMENTS

4.1. The contractor shall assign trained personnel and supervisors who are competent to execute all works in a workmanlike manner and shall do all the necessary works related to the project.

4.2. The contractor shall not withdraw from the site until PHILMECH representative has agreed that no further work is necessary at the time.

5. STANDARD OF WORKMANSHIP, MATERIALS AND PERFORMANCE

- 5.1. The contractor shall execute all works in a neat and workmanlike manner and shall do all necessary works whether it is clearly specified in these specifications.
- 5.2. All materials shall be new and shall conform to the Technical Specifications. All materials shall be the standard product of reputable manufacturer and shall bear the name of the manufacturer.
- 5.3. All materials shall be subject to inspection and approval of PHILMECH management. All materials and equipment installed without prior approval of the management shall be at the risk of rejection.

6. TERMS OF PAYMENT

- 6.1. Payment of 100% of the Contract amount will be made after issuance by PHilMech of Certificate of Completion and Acceptance and submission of all required documents. Payment is subject to applicable taxes.
- 6.2. When the contractor fails to satisfactorily deliver goods within the specified delivery schedule, inclusive of duly granted time extensions, if any, the contractor shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery, for every day of delay until such goods are finally delivered and accepted by the procuring entity concerned.

7. RESPONSIBILITIES DURING PROJECT IMPLEMENTATION

- 7.1. PHilMech authorized personnel shall observe all the works during the project implementation.
- 7.2. In the implementation of work, PHilMech or its representative shall not be responsible for any accident of the contractor's employee or laborers. Likewise, the management shall not be responsible for any loss or damage of materials, tools, equipment delivered on the job site. Damages on the PHilMech properties and ~~equipment caused by the contractor shall be replace/repared at its own expense to~~ the satisfaction of the PHilMech management. In the event of failure of repair and/or replacement of the same, the management shall deduct the cost of such repairs from the payment due to the contractor.

8. WARRANTY AND AFTER-SALES SERVICE REQUIREMENTS

- 8.1. All works shall be guaranteed against defects or workmanship for a period of one (1) year upon the issuance of Certificate of Completion and Acceptance of the completed goods by the PHilMech.

9. SAFETY

- 9.1. Contractor is responsible and shall continue management and implementation of a safety and health program throughout construction.
- 9.2. Contractor shall provide all Personal Protective Equipment for the workers as per the requirement of the site. Work will be stopped in case the proper protection equipment is not found with the workers and the lapse of time shall be at the

Contractor's expense. Contractor will not leave the work site in an unsafe condition or any other condition that might cause injury to personnel, damage to existing work, plants or equipment.

9.3. Any equipment or work considered dangerous shall be immediately discontinued.

10. SITE CONDITION

10.1. The contractor shall leave the premises clean, neat and orderly. All stains, spots, blemishes, soil dirt shall be removed from all finished work. All excess materials, soils, used containers, tools equipment and supplies shall be move out of the PHilMech premises during the progress of work and upon completion of the said project.

11. DURATION

11.1. The Contractor shall substantially complete the project on a timely schedule and in an expeditious manner for a period of **20 calendar days** from the effective date.

Note: The foregoing list of items of works does not in anyway limit the responsibility of the Contractor to perform all the other works necessary for the completion of the project.

Prepared by:


ENGR. ESEL D. RADOVAN
Admin Officer III, AD-BMTSS

Reviewed by:

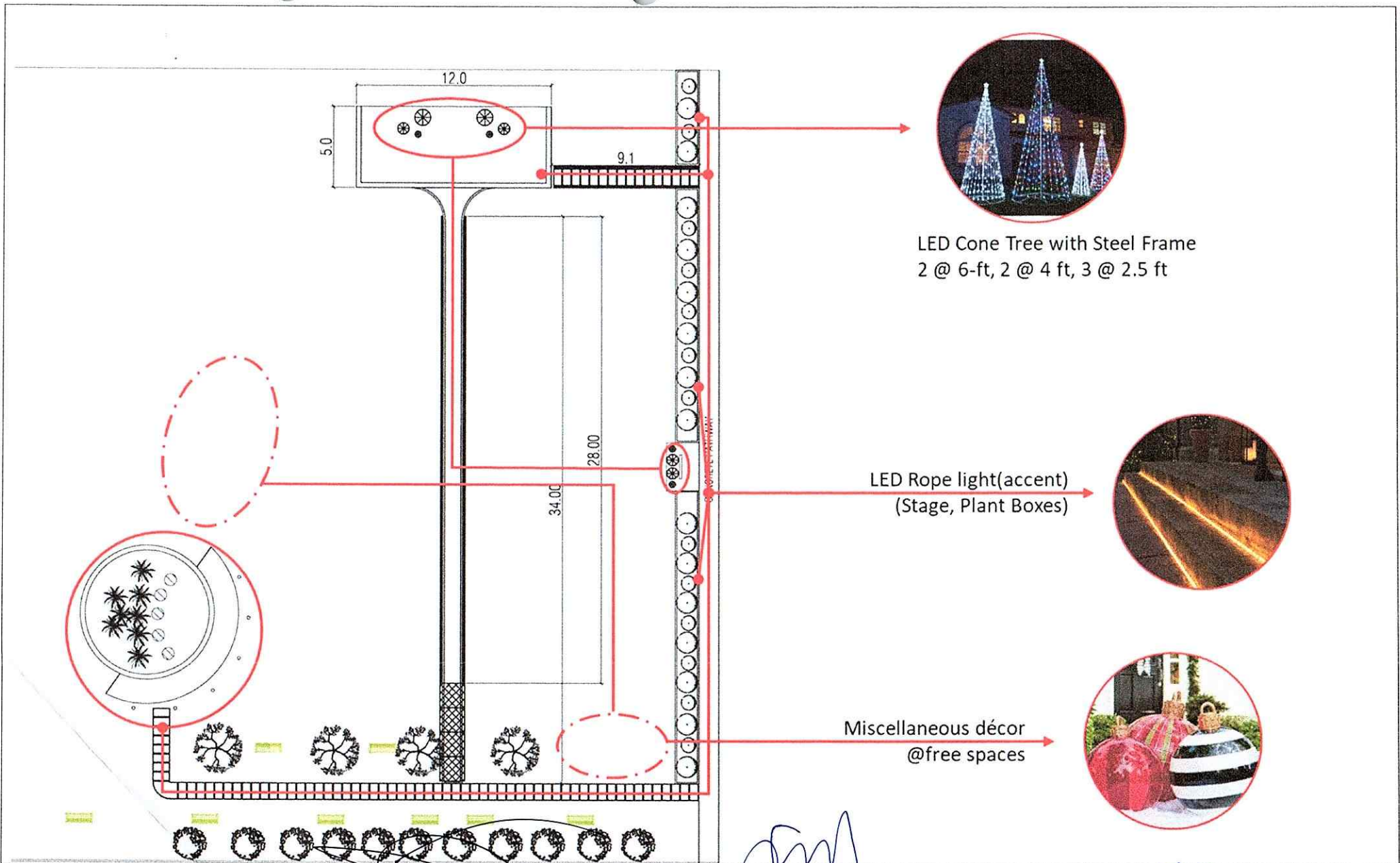

JERRY F. AVELLANOZA,
Acting Chief, Administrative Division

Recommending Approval:


JOEL V. DATOR
Director III, PHilMech

Approved:


DIONISIO G. ALVINDIA, Ph.D.
Director IV, PHilMech

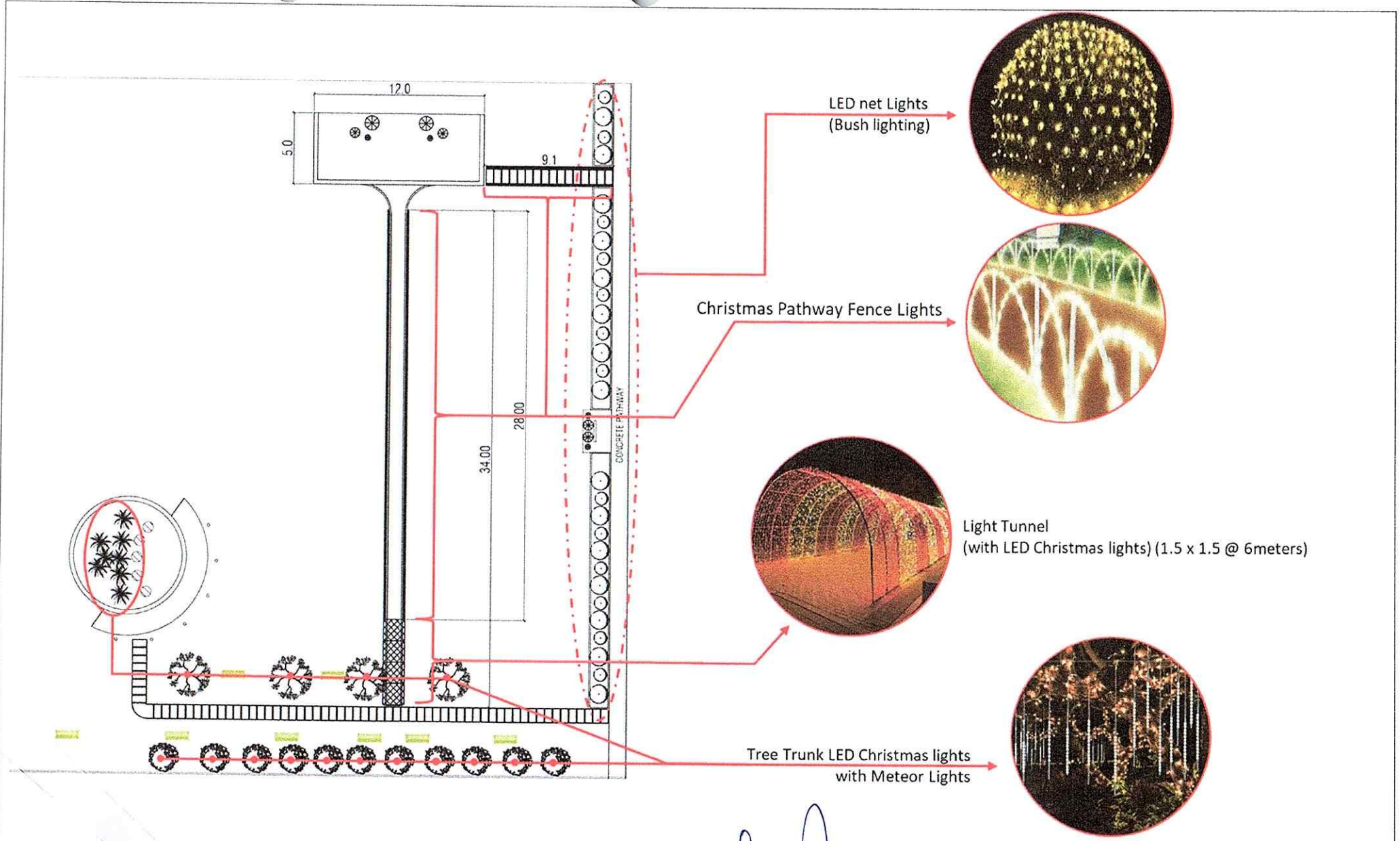


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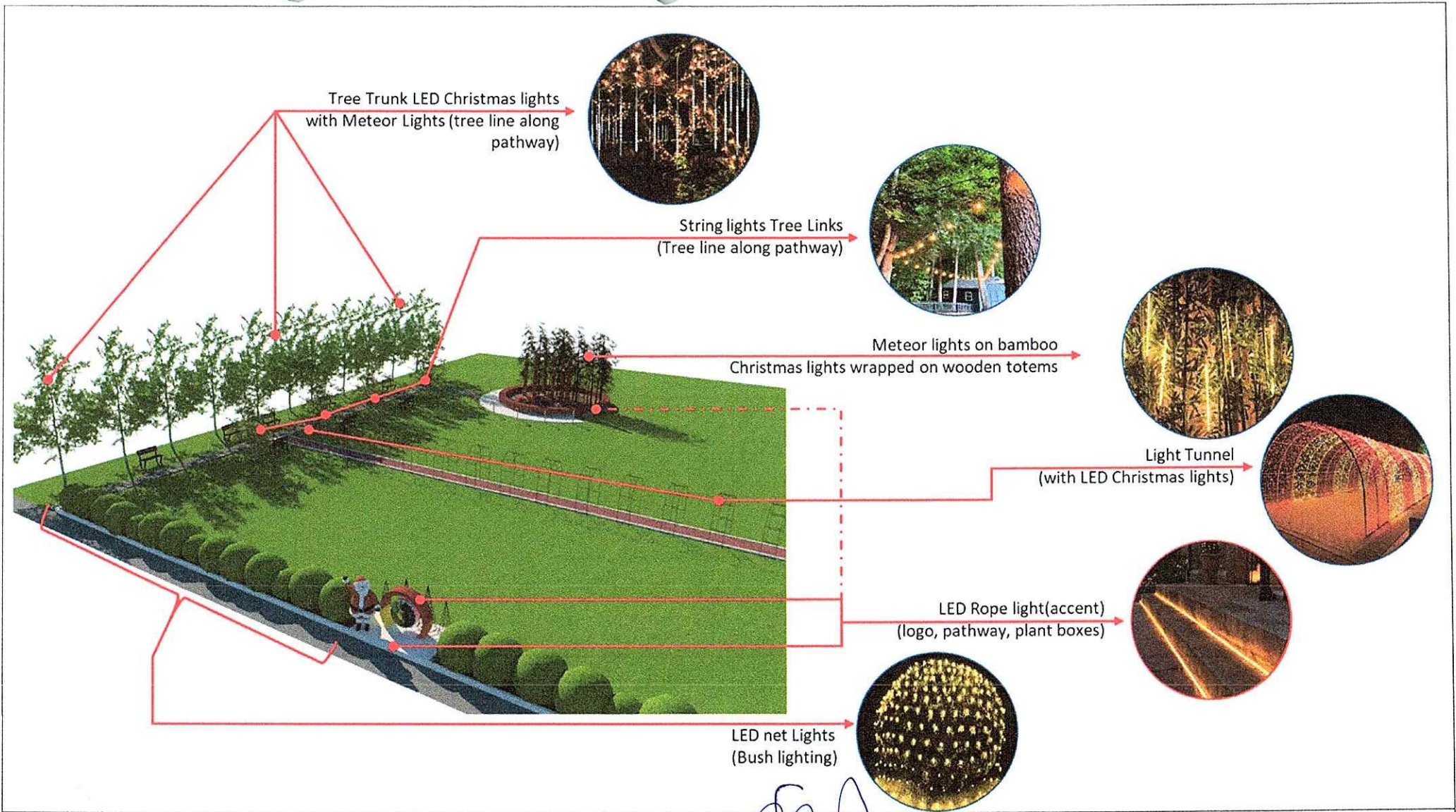


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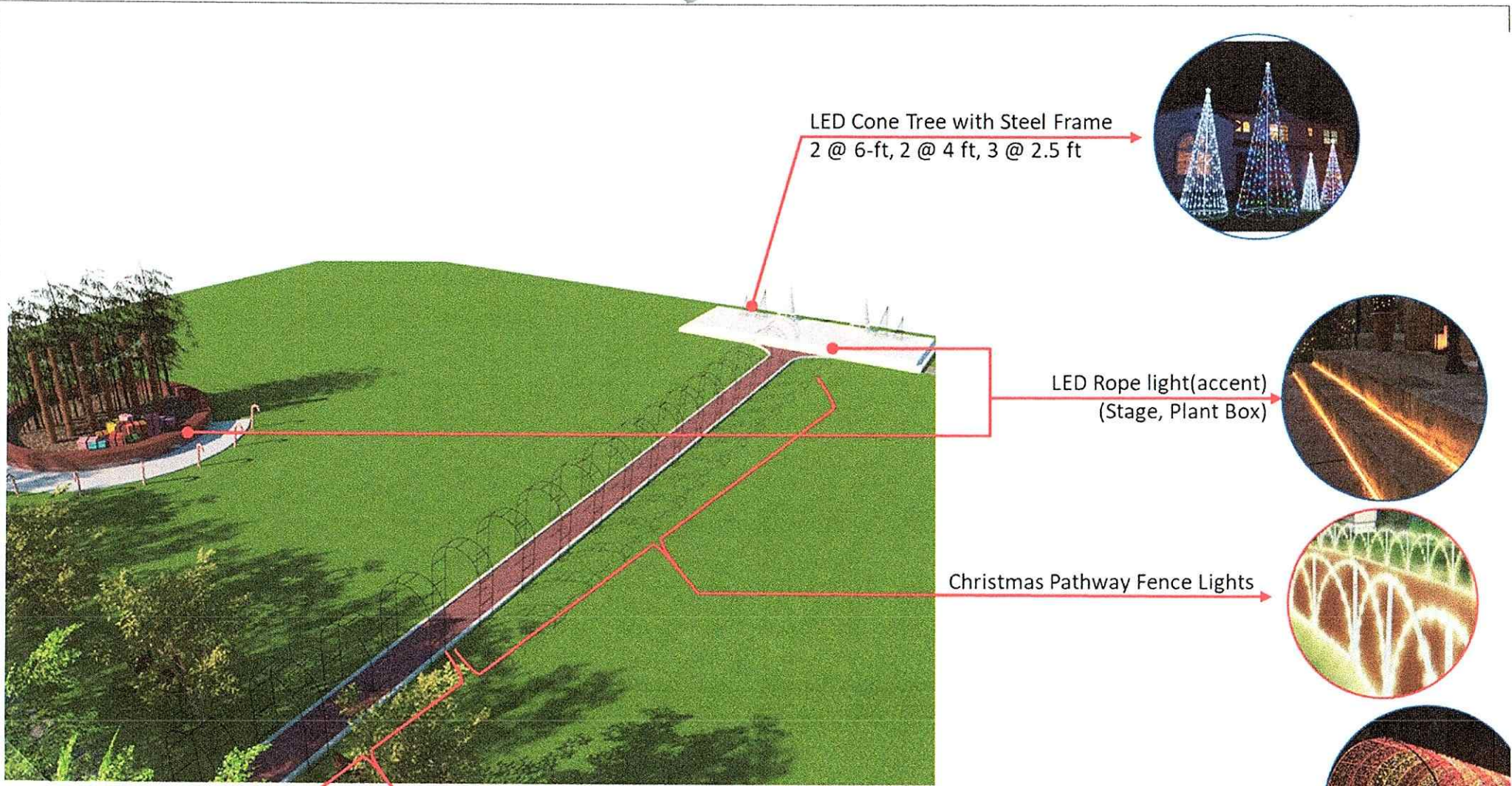


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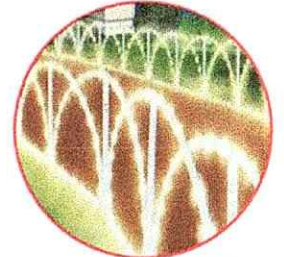
LED Cone Tree with Steel Frame
2 @ 6-ft, 2 @ 4 ft, 3 @ 2.5 ft



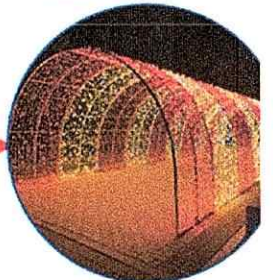
LED Rope light (accent)
(Stage, Plant Box)



Christmas Pathway Fence Lights



Light Tunnel
(with LED Christmas lights) (1.5 x 1.5 @ 6meters)



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