



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



REQUEST FOR QUOTATION

P.R. NO:	2024-08-2076	MODE OF PROCUREMENT:	53.9 NP-SVP
P.R. DATE:	06 August 2024	REF. NO.:	RFQ-2024-314
END-USER:	MBCO	DATE PREPARED:	19 September 2024
PRN:		CLOSING DATE/TIME:	25 September 2024 8:00 AM

1. The DENR-Central Office, through its Bids and Awards Committee for Regular Operations, invites eligible bidder/s to submit duly signed proposal/quotation not later than the closing date and time for the procurement project stated below:


Item No.	Description	Qty	Unit	TOTAL ABC (P) (VAT Inclusive)
1	Procurement of the Repair and Maintenance of Mandamus Office	1	Lot	981,308.95

2. Proposal/quotation received in excess of the ABC shall automatically be rejected.
3. Interested bidder/s must submit the following documents with check (✓) mark:

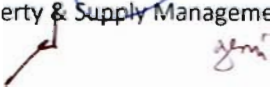
A. ELIGIBILITY DOCUMENTS																																												
✓	Valid and current Certificate of PhilGEPS Registration (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021); Or PhilGEPS Registration Number																																											
✓	Valid and Current Mayor's/Business Permit for CY 2024																																											
✓	Valid and Current Philippine Contractors Accreditation Board (PCAB) License																																											
✓	Duly signed and notarized Omnibus Sworn Statement , using the GPPB prescribed form with attached: a) Notarized Special Power of Attorney , if sole proprietor opts to appoint a representative; or b) Notarized Secretary's Certificate/Board Resolution evidencing the authority of the designated representative/s for corporation																																											
✓	2023 Annual Income Tax Return and Latest Income Tax Return per Revenue 3-2005; Tax returns filled through Electronic Filing and Payment System (EFPS). The latest income and business tax returns are those within the last six (6) months preceding the date of bid submission (including copy of VAT returns and corresponding payments for the last six (6) months)																																											
<i>Note: 1. Previously submitted Eligibility Documents that remain Valid until the closing date, do not need to resubmitted by the bidder(s) 2. If Annex A documents in the PhilGEPS Platinum Registration are valid, the Business/Mayor's Permit is not required. 3. If the Business/Mayor's Permit has expired, the bidder may submit the official receipt (OR) for renewal with the expired permit renewal application is within the three (3) months form the permits expiration 4. Notarized Special Power of Attorney/Board Resolution/Authorization as authorized representative valid for six (6) months (if applicable)</i>																																												
B. TECHNICAL AND FINANCIAL DOCUMENTS																																												
✓	Completely filled out and duly signed Technical Proposal Form and Financial Quotation Form per Annex "A"																																											
✓	Certificate of Site Inspection issued by the End-User. Site Inspection must be conducted prior to the closing date.																																											
✓	Detailed estimates , including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid.																																											
✓	Submit Organizational Chart for the Contractor																																											
✓	Submit list of Contractor's key Personnel and Support Staffs attached a duly signed curriculum vitae and the following additional documentary requirements: <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>No.</th> <th>Key Personnel</th> <th>Minimum Year of Experience</th> <th>Documentary Requirements</th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td>Project Manager (Licensed Civil Engineer)</td> <td rowspan="2">At least three (3) year of experience in coastal development</td> <td>Curriculum Vitae, Valid professional Identification Card issued by Professional Regulation Commission (PRC)</td> </tr> <tr> <td align="center">2</td> <td>Safety Officer</td> <td>Curriculum Vitae, Certificate OSH Training</td> </tr> <tr> <th colspan="2">Support Staff</th> <th colspan="2">Minimum No. of Staff</th> </tr> <tr> <td align="center">1</td> <td>Foreman/ Leadman</td> <td align="center">1</td> <td></td> </tr> <tr> <td align="center">2</td> <td>Carpenter</td> <td align="center">2</td> <td></td> </tr> <tr> <td align="center">3</td> <td>Solar Power System Technician</td> <td align="center">2</td> <td></td> </tr> <tr> <td align="center">4</td> <td>Plumber</td> <td align="center">1</td> <td></td> </tr> <tr> <td align="center">5</td> <td>Electrician</td> <td align="center">1</td> <td></td> </tr> <tr> <td align="center">6</td> <td>Painter</td> <td align="center">3</td> <td></td> </tr> <tr> <td align="center">7</td> <td>Gardener</td> <td align="center">1</td> <td></td> </tr> </tbody> </table>	No.	Key Personnel	Minimum Year of Experience	Documentary Requirements	1	Project Manager (Licensed Civil Engineer)	At least three (3) year of experience in coastal development	Curriculum Vitae, Valid professional Identification Card issued by Professional Regulation Commission (PRC)	2	Safety Officer	Curriculum Vitae, Certificate OSH Training	Support Staff		Minimum No. of Staff		1	Foreman/ Leadman	1		2	Carpenter	2		3	Solar Power System Technician	2		4	Plumber	1		5	Electrician	1		6	Painter	3		7	Gardener	1	
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4	Plumber	1																																										
5	Electrician	1																																										
6	Painter	3																																										
7	Gardener	1																																										

Failure to submit all documents as required above shall be automatically disqualified.

4. Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
5. Award of Contract shall be made to the lowest calculated and responsive quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Refusal to sign and accept the Award or enter into contract without justifiable reason, maybe a ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
7. Sealed proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), 2nd Floor Warehouse Building, DENR-CO Compound and/or thru e-mail address ampbac.co@denr.gov.ph. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/Ms. Gianina P. Agir at telephone number (02) 8926-2675.
8. Kindly indicate in the marking: **ATTENTION: DENNIS R. COBOL AMP-RFQ-2024-314.**
9. DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time in accordance with Section 41 of RA 9184 and its IRR without thereby incurring liability to the affected supplier.



DIANNE G. IBIAS
Chief, Procurement Mgt. Section
Property & Supply Management Division



TECHNICAL PROPOSAL FORM

Republic of the Philippines
Department of Environment and Natural Resources
MANILA BAY COORDINATING OFFICE
Visayas Avenue, Diliman, Quezon City, 1100
Tel. Nos. (632) 8929-66-26 to 29 loc. 2102 · (632) 8928-1225
Website: <http://www.denr.gov.ph> · <http://www.themanilabay.denr.gov.ph>
E-mail: web@denr.gov.ph · mbco_2011@yahoo.com

TERMS OF REFERENCE

(as of August 5, 2024)

**PROCUREMENT OF THE REPAIR AND MAINTENANCE OF THE MANDAMUS
OFFICE AT MANILA BAYWALK
ABC: PhP 981,308.95**

I. BACKGROUND

The Mandamus Office is a two-storey building located at Manila Baywalk Dolomite Beach. It is designed to accommodate personnel from 13 agencies responsible for implementing the Supreme Court's writ of continuing mandamus for the rehabilitation of Manila Bay.

The Mandamus Office will occupy a building with an area of 200 square meters, which will be used for meetings. This arrangement will simplify coordination, as all Mandamus agencies are already housed within the same building.

Aware of our Constitutional duty to protect and advance the right of the Filipino people to a balanced and healthful ecology, serving as inspiration, we, the officials and personnel, past, present and future of the so-called Manila Bay "Mandamus Agencies" shall remain steadfast in our commitment to our own "Battle for Manila Bay."

II. RATIONALE

The Mandamus Office has garnered unfavorable attention due to its deteriorating wall, weather-worn paint and other worn materials. To resolve these issues and enhance both the visual appeal and safety of the premises, the MBCO deems it necessary to procure

III. SCOPE OF WORKS

1. The Contractor / the winning bidder, at their own expense, shall supply all the necessary documents, labor, equipment, supplies and tools;

TECHNICAL PROPOSAL FORM

2. The Contractor shall manage and supervise the Project:
 3. The Contractor shall perform the following tasks:
 - a. Clearances and Permits – secure the necessary clearances/permits required for the project
 - b. Mobilization and Demobilization
 - Mobilize and transport equipment, materials, and employees to the site from the date of contract
 - Demobilize or remove the same upon completion and acceptance of the project
 - c. Temporary Facility
 - Construct a temporary office at a location designated by the Executive Director of MBCO or any duly authorized representative;
 - Establish temporary barracks for the storage of materials and supplies at a location assigned by the Executive Director of MBCO or a duly authorized representative;
 - Ensure that temporary facilities are kept clean and comply with the Environmental Management Systems (EMS) guidelines;
 - Coordinate the setup of temporary lighting, power, water supply, and all essential facilities and utilities required for project completion. The contractor is responsible for covering the costs associated with the electricity and water consumption during the project;
 - Pets are strictly prohibited within the confines of the temporary facility;
 - Provide at least one warehouseman to ensure the security of materials, supplies, as well as temporary facilities and utilities as needed; and
 - Avoid unnecessary activity around temporary utilities and facilities that may result in accidents.
 - d. Damage Prevention – undertake all necessary precautions to prevent damage to all existing structures, and projects.
 - e. Repair and Maintenance Works – Step-by-step procedure on repair and maintenance for dismantling must remove and dispose of damaged or outdated fixtures and fittings and prepare the surfaces for new installations.

Glass Door (Replacement of Patch and Fittings)

Replacement and installation of patches and fittings for the glass door must secure the patches to the glass by following the manufacturer's instructions and may involve applying using screws/bolts. Position the fittings over the patches and fix the fittings into place using the appropriate screws or fasteners. Ensure they are tightly secured but avoid overtightening to prevent damaging the glass or fittings. Use a level to ensure that the patches and fittings are aligned correctly and test the door to ensure that it opens, closes and functions properly with the new patches and

TECHNICAL PROPOSAL FORM

fittings. Verify that all fittings are properly installed and that there are no sharp edges or loose parts that could pose a safety risk.

Repair and Installation of WPC Wall Cladding and Edge Trim (Wood Plastic Composite)

For repair and installation of WPC (Wood Plastic Composite) cladding, inspect the cladding and determine the cause. Repair minor damage and replace damaged materials. Apply Corner or Edge trims where the cladding meets wall corners.

Solid Polycarbonate Roof (Dismantling and Installation of New Solid Polycarbonate Roof)

For installation of polycarbonate sheets, position the sheets on the roof frame, ensuring proper alignment. Apply a suitable sealant along joints and edges. Inspect the entire roof to ensure all sheets are properly aligned and securely fastened. Check for any gaps, leaks or misalignments and if possible test the roof by simulating rain or using a hose to check for any leaks or water ingress. Final inspection to ensure everything is in place and the installation meets quality and safety standards.

Solar Power System (PMS, Reconfiguration and Repair)

For Solar Power System for repair and maintenance for initial assessment must provide inspection and diagnosis. Conduct a thorough inspection of the entire solar power system including panels, inverters, batteries and wirings. Identify any issues or malfunctions such as reduced power output, physical damage or system errors. For cleaning and maintenance must clean solar panels using a soft brush or cloth and water to remove dirt and debris. Check wiring and connections for signs of wear, damage or corrosion. For repair and replacement must inspect the solar panels for cracks, chips or other damage. Replace damaged panels if necessary. Test the inverter to ensure if it is functioning properly. Replace or repair any faulty components. Verify that all components are properly installed and functioning.

Painting Works (Exterior, Interior, and Roof)

For painting of exterior walls, interior walls and roof and finishing works for the surface preparation must clean and smooth the surface to ensure proper adhesion of paint and for painting works must apply environmentally safe, odorless, and anti-bacterial latex paint as approved by the MBCO.

Electrical Works (Lighting Fixtures)

Prepare the Fixture Location and Remove the old fixture and carefully unscrew and remove it. Note the wiring configuration. Attach the fixture and connect the wiring from the power supply. Ensure connections are properly made with wire nuts. Test the light. For final checks, Inspect installation, ensure secure mounting and that there are no loose parts. Remove debris or dust from the installation and Regular maintenance to ensure they remain in good working condition.

TECHNICAL PROPOSAL FORM

Plumbing Works (Installation of Bidet)

Prepare the tools and materials to be used and turn off water supply to the toilet by closing the shutoff valve behind it. Install the bidet and connect water supply. Check for leaks and tighten connections as needed. Turn on the bidet and test the spray functions. Adjust the settings as needed.

Landscaping Works

For Landscaping must clear the area from any existing plants, grass or debris. Level and grade the soil to ensure proper drainage. Plant trees and shrubs must start with larger plants. Dig holes that are twice as wide as the root ball and plant them at the correct depth. Remove any leftover materials, tools, and debris from the site.

f. **Cleaning Works** - Remove and dispose of all dirt and debris and maintain a clean, neat, and orderly work area throughout the duration of the project to prevent accidents.

Qty	Unit	Item Description	Unit Cost (PhP)	Total Cost (PhP)
1	Lot	Mobilization/Demobilization/Site Clearing and Hauling of Debris	50,000.00	50,000.00
1	Lot	Materials Cost for the Repair and Maintenance of the Mandamus Office	618,732.00	618,732.00
1	Lot	Labor Cost	185,619.60	185,619.60
		Subtotal		804,351.60
		OCM (10%)	80,435.16	
		VAT (12%)	96,522.19	
				176,957.35
		Grand Total		981,308.95

TECHNICAL PROPOSAL FORM

IV. EQUIPMENT AND MANPOWER REQUIREMENT

a. The Contractor shall provide the following key personnel:

Key Personnel	Description	Years of Experience Required	Documents
Project Manager	Licensed Civil Engineer	Three (3) years	Curriculum Vitae, Valid Professional Identification Card issued by Professional Regulation Commission (PRC)

b. The Contractor shall provide the following support staff with at least one (1) year of experience:

Support Staff	Minimum no. of staff
Foreman/ Leadman	1
Safety Officer	1
Carpenter	2
Solar power System Technician	2
Plumber	1
Electrician	1
Painter	3
Gardener	1

c. The Contractor shall provide at least six (6) Laborers, with no minimum requirement as to number of years of experience;

d. The Contractor shall provide the following minimum equipment: *(own or rental)*

Equipment / Tools	Qty	Unit
Grinder	2	Pcs
Power Drill	2	Pcs
Electrician Tools	1	Set

TECHNICAL PROPOSAL FORM

Air Compressor (if necessary)	1	Pc
Painting Tools Paint rollers Paint tray Painter's tape	3	Sets
Cleaning Equipment	1	Set
Hauling Tools and Equipment	1	Set

V. PROJECT REQUIREMENTS

1. The Contractor shall supply and submit a list of manpower, materials, and equipment necessary for the project;
2. The Contractor shall submit weekly narrative report to the MBCO, with pictures and videos taken before, on-going, and after the repair and rehabilitation;
3. The Contractor, with support from the end-user, shall coordinate with the Metropolitan Manila Development Authority (MMDA) and/or Local Government Units (LGU) for the proper disposal of construction debris.

VI. QUALIFICATION OF SERVICE PROVIDER

The Contractor shall have no history of overdue deliveries or unperformed services intended for DENR and other government agencies.

VII. PROVISIONS ON DAMAGES

The Contractor shall be liable for the occurrence of any untoward incident, and/or any damages to the geo-engineering structures installed at the Manila Baywalk area that may be caused during the repair and rehabilitation.


VIII. PERIOD AND PLACE OF DELIVERY

The contracted service provider shall complete the repair and maintenance of Mandamus Office at the Manila Baywalk, Roxas Boulevard, Manila City SIXTY (60) calendar days from date of contract.

IX. TERMS OF PAYMENT

One-time payment (100%) shall be made after the completion of the project as specified in the technical requirements within the prescribed period upon issuance of Certificate of Acceptance by the DENR-MBCO

Prepared by:


Ar. DICK BRYANN PANGAN
Project Coordinator
Manila Bay Coordinating Office

Approved by:


JACOB F. MEIMBAN, JR.
Executive Director
Manila Bay Coordinating Office

Project Requirements/Terms and Conditions:

- 1) **Delivery/completion period:** within **Sixty (60) calendar days** from date of conformance to PO/Contract.
- 2) **Delivery Site:** Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
- 3) **Price quotation/s,** to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subjected to deduction of applicable Government Tax
- 4) **DENR** shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 5) **Replacement of Defective Items:** Within **24 hours** upon receipt of Notice of Defects from DENR.
- 6) **Warranty:** Three (3) months in case of Expendable Supplies and One (1) Year in the case of Non-expendable Supplies from issuance of Certificate of Inspection and Acceptance. Warranty Certificate must be submitted during delivery.
- 7) **Amendment to Order** may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
- 8) **Payment** shall be made in accordance with the Government Terms
- 9) **Liquidated Damages (LD)** equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed period shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of LD reaches 10% of the amount of the Contract, without prejudice to other courses of action and remedies open to it
- 10) **Bidder has no overdue deliveries or unperformed services intended for DENR-CO.**

PLEASE USE THIS FORM. DO NOT RETYPE OR ALTER

Annex A (Page 8 of 8)

**FINANCIAL QUOTATION FORM
(PRICE MUST BE VAT INCLUSIVE)**

Item No.	DESCRIPTION	QTY/ UNIT	ABC PRICE (₱)	BIDDER'S PRICE QUOTATION ((₱)
1	Procurement of Repair and Maintenance of the Mandamus Office	1 Lot	981,308.95	

BIDDER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements, hereby OFFER to supply/deliver/perform the above described items.

I/We undertake, if our proposal is accepted, to deliver the items/services in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this quotation is binding on us.

NAME OF COMPANY (IN PRINT)

SIGNATURE OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE

ADDRESS: _____

Designation: _____

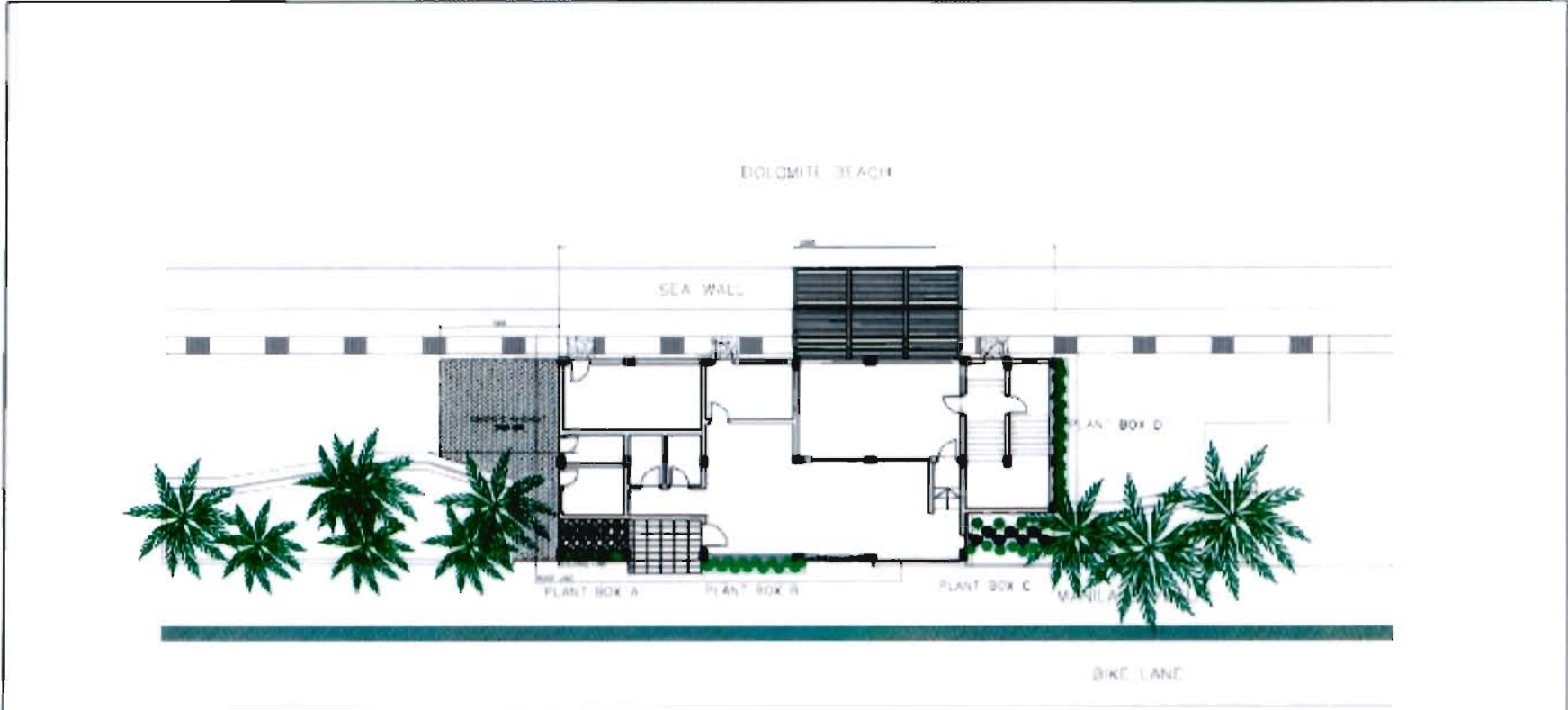
Date: _____

Email Address: _____

Telefax No.: _____

Mobile Number: _____

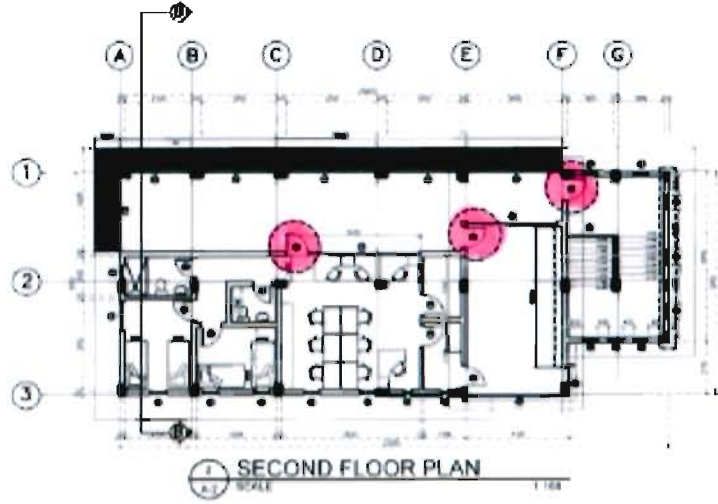
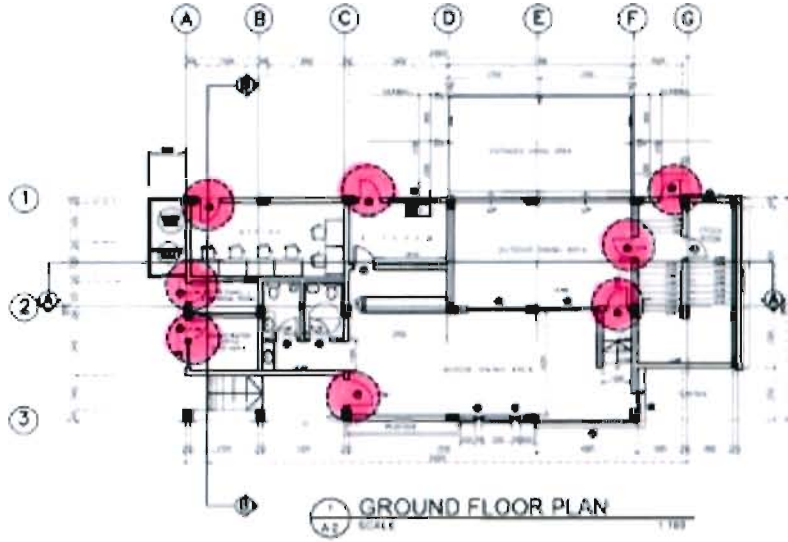
PLANS



SITE DEVELOPMENT PLAN

 <p>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES MANILA BAY DEVELOPMENT CENTER</p>	<p>PROJECT NAME & LOCATION</p> <p>REPAIR AND MAINTENANCE OF MANDAMUS OFFICE</p> <p>MANILA BAY DEVELOPMENT CENTER, PUNAS BUILDINGS ASTRO AREA, A</p>	<p>ISSUE NO. & DATE</p> <p>SITE DEVELOPMENT PLAN</p>	<p>DATE</p> <p>2024-08-20</p>	<p>APPROVED BY</p>  <p>MANILA BAY DEVELOPMENT CENTER</p>	<p>SCALE</p> <p>AS SHOWN</p> 
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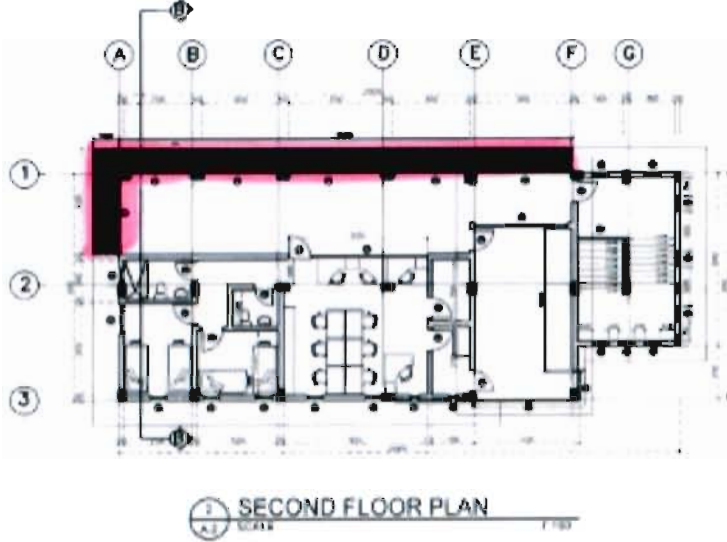
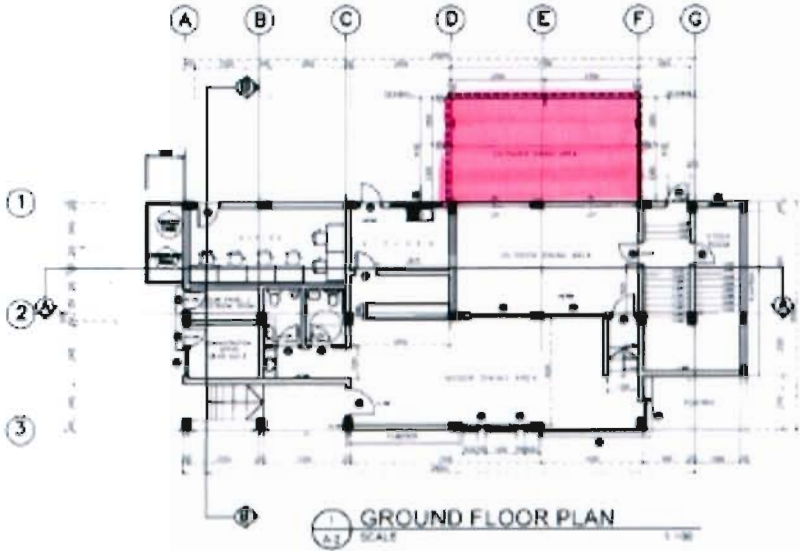
PLANS



DOOR LOCATION

	<p>PROJECT NAME & LOCATION REPAIR AND MAINTENANCE OF MANGAMUS OFFICE MANGAMUS BAY SOLIHATE BEHAVIOR BEHAVIOR BUILDINGS MANGAMUS</p>	<p>DOOR LOCATION GROUND FLOOR PLAN SECOND FLOOR PLAN</p>			
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PLANS

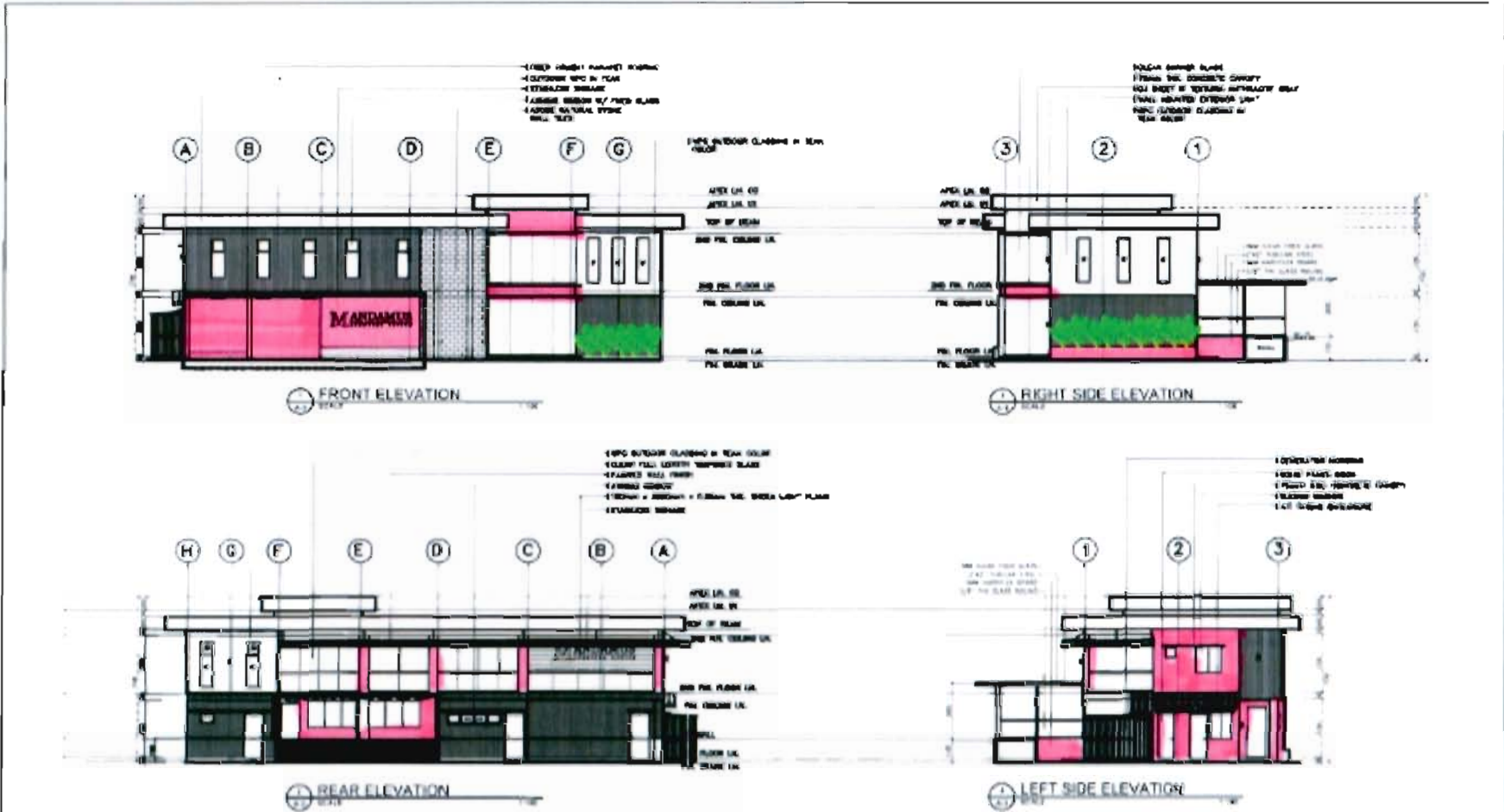


ROOF OUTDOOR DINING AREA

CANOPY WPC TUBULAR

	<p>PROJECT NAME: REPAIR AND MAINTENANCE OF MANDARIN OFFICE MARINA BAY (COLLEGE ROAD) BUILDING, WESTAU MARINA</p>	<p>WORK DESCRIPTION: ROOF OUTDOOR DINING AREA CANOPY WPC TUBULAR SECOND FLOOR PLAN</p>	<p>DATE: 27/07/2024 DRAWN BY: J. L. BERNARDI CHECKED BY: [Signature]</p>	<p>SCALE: 1:100</p>
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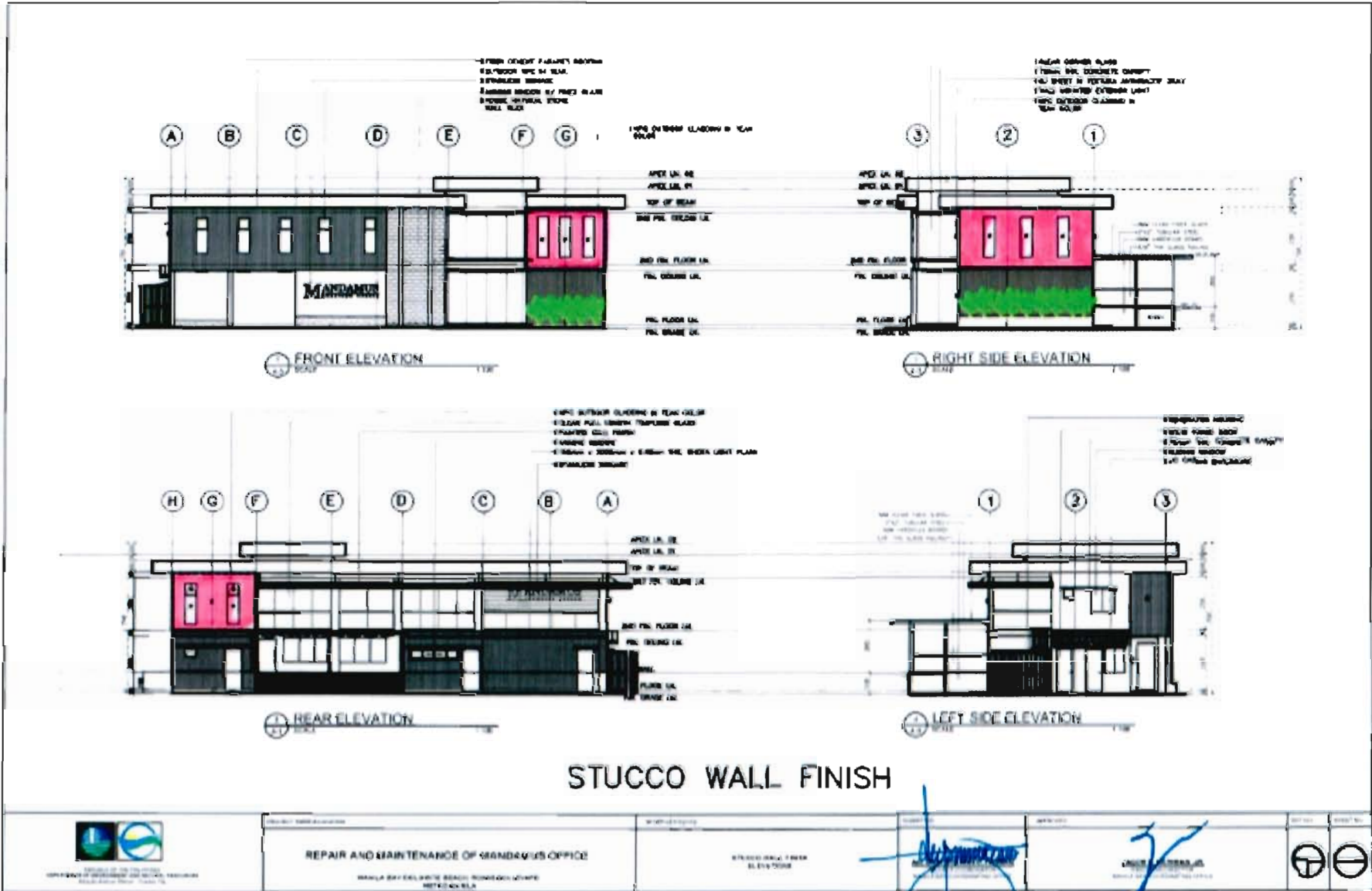
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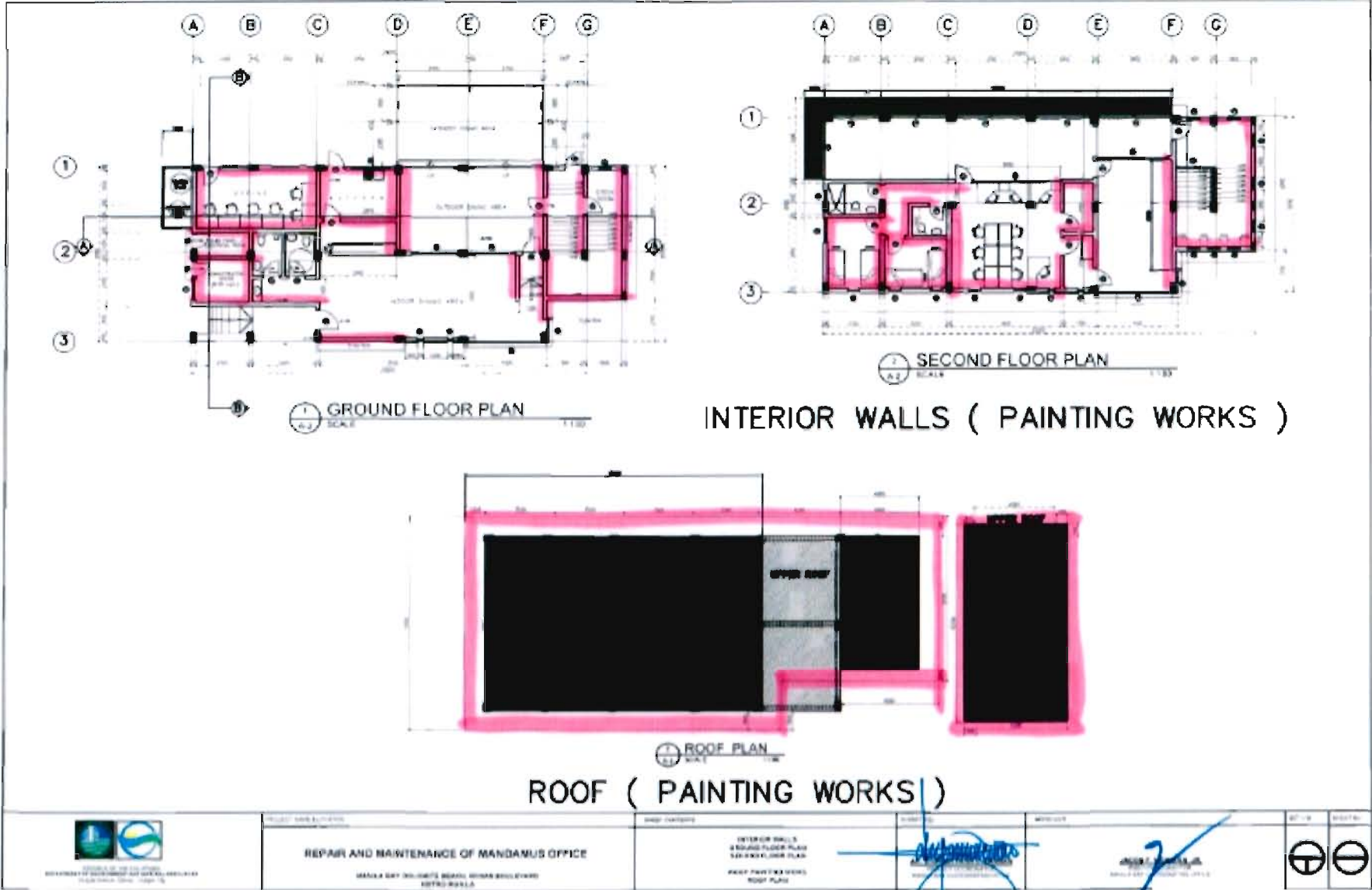
PAINING WORKS (EXTERIOR WALLS)

	<p>REPAIR AND MAINTENANCE OF MARDAMUS OFFICE</p> <p>WORLD BANK COLLEGE ROAD, BANARSI, UTTAR PRADESH</p>	<p>PAINTING WORKS (EXTERIOR WALLS)</p>		<p>REV NO. 01</p> <p>DATE 15/05/2024</p>
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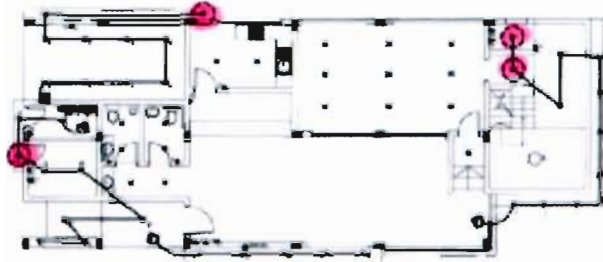
PLANS



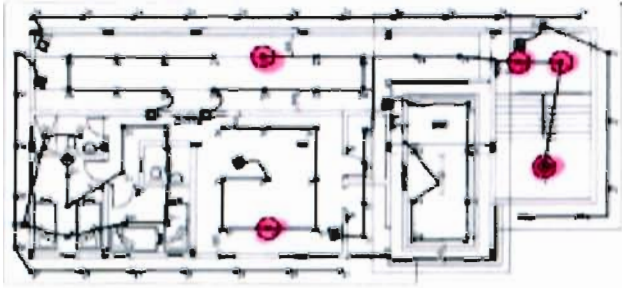
PLANS



PLANS



GROUND FLOOR LIGHTING LAYOUT (PB-01)

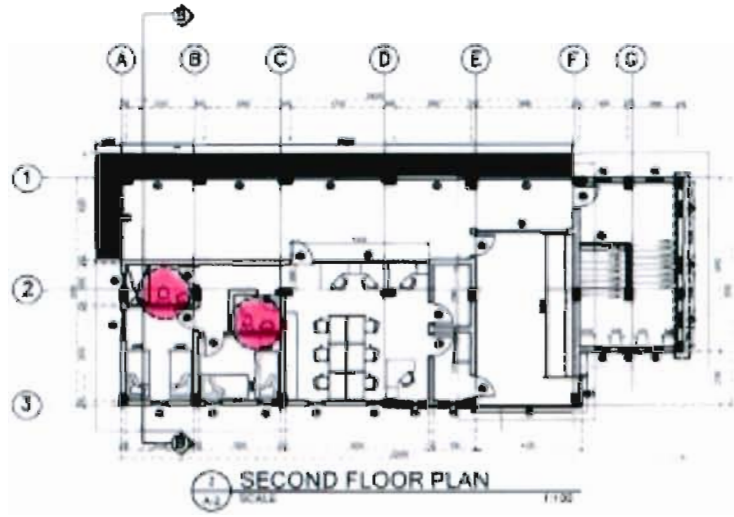
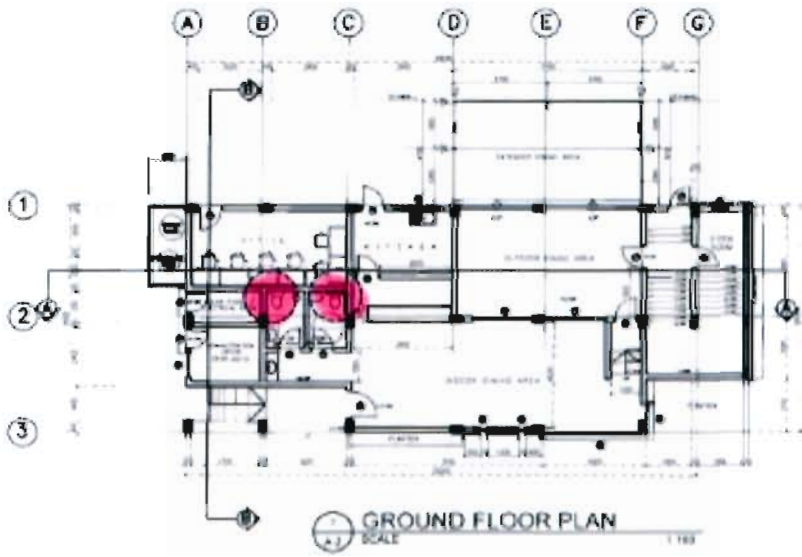


SECOND FLOOR LIGHTING LAYOUT (PB-01)

ELECTRICAL WORKS

 <p>DEPARTMENT OF PUBLIC WORKS CITY OF CHICAGO</p>	<p>PROJECT NAME & LOCATION REPAIR AND MAINTENANCE OF WANDAMUS OFFICE</p> <p>OVERSIGHT OFFICER/ENGINEER (NAME & LICENSE) METRO WHEEL</p>	<p>DATE OF REVISE ELECTRICAL WORKS GROUND FLOOR PLAN SECOND FLOOR PLAN</p>	<p>DESIGNER </p>	<p>APPROVER </p>	<p>DATE 11/20</p> <p>SCALE AS SHOWN</p>
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PLANS



PLUMBING WORKS
BIDET LOCATION

	<p>PROJECT TITLE & LOCATION REPAIR AND MAINTENANCE OF MANDABUS OFFICE MANKA KEY COLONY'S SPECIAL ROAD BOKALONG SETYO ANGLE</p>	<p>PROJECT CODE PLUMBING WORKS, BIDET LOCATION GROUND FLOOR PLAN SECOND FLOOR PLAN</p>	<p>DATE 2024/05/08</p>	<p>SCALE 1:100</p>	<p>DATE 2024/05/08</p>
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GLASS DOOR



GLASS DOOR PATCH FITTING



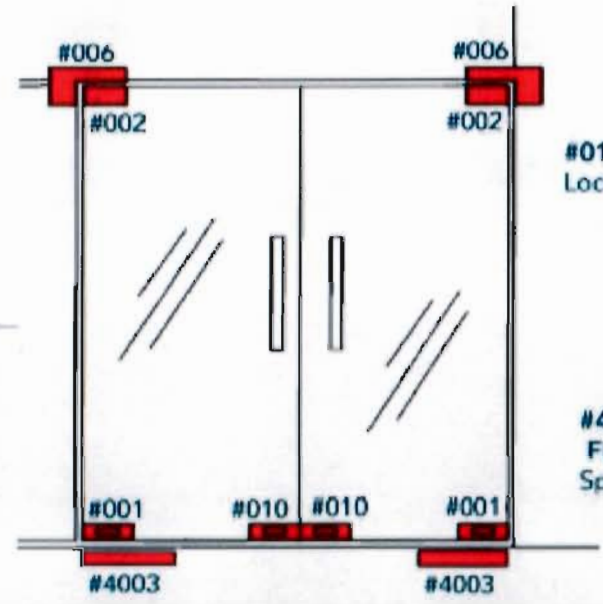
#002 - TOP PATCH
Upper Clamp



#001 - BOTTOM PATCH
Lower Clamp



#006 - CORNER PATCH
Crank Clamp



#010 - PACTH LOCK
Locking Clamp

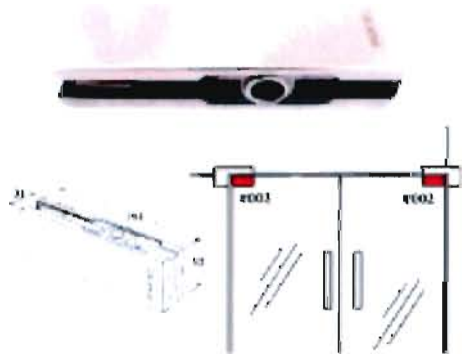


#4003
FLOOR HINGE
Spring Fitting

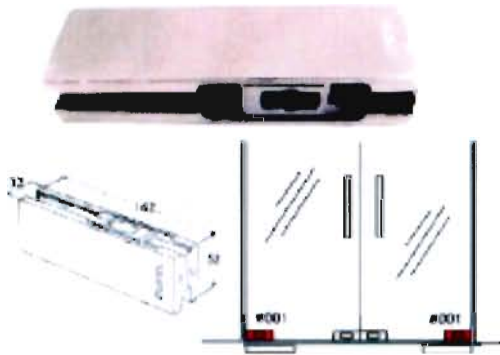


GLASS DOOR PATCH AND FITTINGS

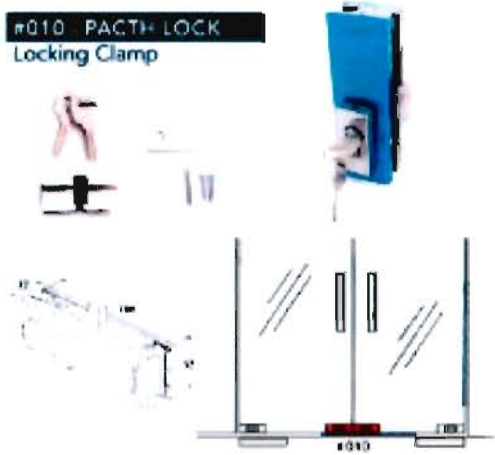
#002 - TOP PATCH
Upper Clamp



#001 - BOTTOM PATCH
Lower Clamp



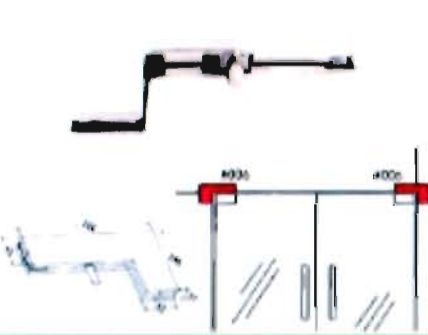
#010 PACT-LOCK
Locking Clamp



#4003 - FLOOR HINGE
Spring Fitting



#006 - CORNER PATCH
Crank Clamp



PATCH AND FITTINGS DETAIL

REPAIR AND REPAINTING OF SOLID PANEL DOOR



REPAIR AND REPAINTING OF SOLID PANEL DOOR



REPLACEMENT OF LIGHTING FIXTURES



REPLACEMENT OF LIGHTING FIXTURES



REPAIR OF CANOPY



REPAIR OF WPC EDGING AND CLADDING



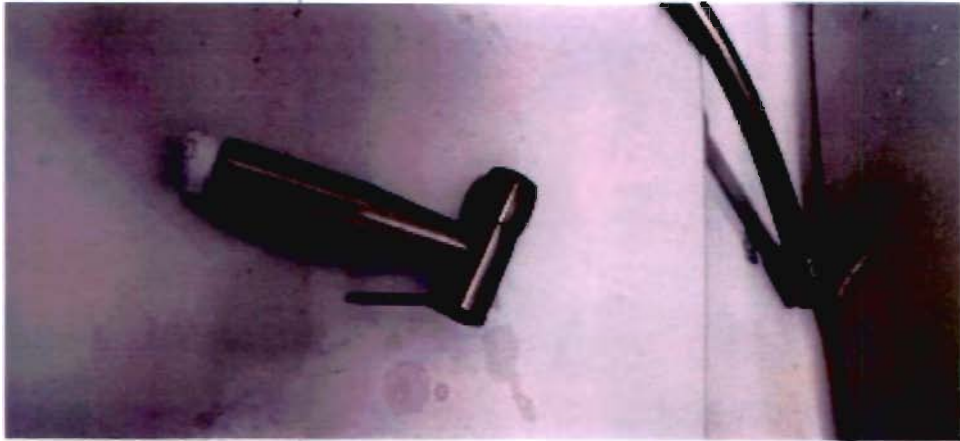


INSTALLATION OF NEW SOLID POLYCARBONATE ROOF

PMS , RECONFIGURATION AND REPAIR



REPLACEMENT OF NEW BIDET



PAINTING OF ROOF





PMS , RECONFIGURATION AND REPAIR