



**PHILIPPINE NATIONAL OIL COMPANY**

PNOC Building VI, Energy Center

Rizal Drive, BGC, Taguig City

Tel. No.: 8789 – 7662

[www.philgeps.gov.ph](http://www.philgeps.gov.ph) / [www.pnoc.com.ph](http://www.pnoc.com.ph)

**REQUEST FOR QUOTATION / PROPOSAL**

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Project Title : Relocation Survey of PNOC Properties in Manila, Quezon City and Limay, Bataan  
Reference No. : 2021-04-078  
ABC : PhP500,000.00  
Submission Deadline: 7-May-2021 / 10:00 AM

Accomplished Price Quotation/Proposal and Compliance Forms may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to [gsmendoza@pnoc.com.ph](mailto:gsmendoza@pnoc.com.ph) and [procurement@pnoc.com.ph](mailto:procurement@pnoc.com.ph) no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)
- Notarized Omnibus Sworn Statement - Annex "A" (Unnotarized copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment)

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.

*Evangelina B. Albaytar* 4.26.21

**EVANGELINE B. ALBAYTAR**  
Chairperson  
Bids and Awards Committee

## PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

### TERMS OF REFERENCE

#### Relocation Survey of PNOC Properties in Manila, Quezon City and Limay, Bataan

##### Purpose of Relocation Survey

The Philippine National Oil Company (PNOC), shall engage the services of a licensed and independent land surveyor/surveying company to undertake relocation survey services of the real estate properties of the company located in several areas for purposes of determining the boundary of the lots; permanent marking of concrete monuments; monitoring; and to keep update of records on status of the lots.

##### Subject properties and its description and location

###### Item No. I – PNOC lots located in Palumpong St., Pandacan, Metro Manila (2 lots)

Lot	Title No.	Area (sqm)	Subd Plan No.	Lot No.	Lot Status
1	T-214496	299	Psd-168015	5-A	Affected by Road lot
2	T-214497	40	Psd-168015	5-B	Affected by Road lot

###### Item No. II – PNOC lots located in Brgys. Tandang Sora & Bagong Silangan, Quezon City (2 lots)

Lot	Title No.	Area (sqm)	Subd Plan No.	Lot No.	Lot Status
1	RT-95797	360	Psd-22809	L5, B 28-A	w/ informal settlers
2	N-157534	500	Psd-27332	42-A	w/ informal settlers

###### Item No. III – PNOC lots located in Sitio Carbonsite, Brgy. Lamao, Limay, Bataan (3 lots)

Lot	Title No.	Area (sqm)	Subd Plan No.	Lot No.	Lot Status
1	T-167099	99,926	Psd-62762	245-B	Traversed by an NGCP transmission line; w/ informal settlers
2	T-167131	70,414	Psd-151157	251-D-2	w/ RROW & informal settlers
3	T-167129	50,000	Psd-40425	251-B	w/ informal settlers

### **Project Duration**

Start	July 2021
Completion	<b>60 calendar days</b> from receipt of Notice to Proceed (submission of relocation plans/field notes/report)

### **Scope of Work**

1. Undertake research of reference documents and computations using the available technical records and other relevant documents/records of the lot with the DENR/LRA pertinent to the subject property/ies to be surveyed, and those adjoining properties that may be used for checking purposes.
2. Undertake relocation survey to determine metes and bounds of property boundaries.
3. Run a control traverse covering the entire survey area in accordance with the standards of the Revised Manual for Land Surveys in the Philippines (MLSP).
4. Establish Control Stations with the aid of Global Positioning System (GPS) and/or Electronic Total Stations, and reflect all necessary data in the corresponding traverse computations.
5. Select traverse stations to be designated as primary control points, benchmarks and/or GPS stations within the project site.
6. Plot control points taken on the survey.
7. Install concrete monuments as described/prescribed in the Revised MLSP or any acceptable markings for all boundary corners.
8. Identify the owners of informal settler structures which are located along the property lines.
9. Submit separate survey plan indicating the location and estimated area/s of any encroachments by the DPWH/Government/Private entities and presence of structures located along property lines.
10. Within 15 calendar days after submission of survey plan/s, coordinate with Asset Management Department for the joint validation of completed survey works.
11. Assist PNOC should there be a need to resolve boundary conflicts and/or other related concerns relative to the survey of the property/ies.

### **Other Terms and Conditions**

1. The contractor/surveying company must supply qualified and experienced personnel, equipment, tools, consumables and supervision to complete the work.
2. The contractor shall coordinate and secure necessary survey permits or clearances from appropriate government agencies, e.g. LGU, Barangay, DENR, if necessary.

3. Research, verification, representation, transportation and lodging costs shall be for the account of the contractor/surveyor.
4. The contractor/surveyor should notify PNOC, the adjoining lot owners and occupants in the area of the relocation survey to be conducted.
5. Bids must be inclusive of all taxes applicable.
6. Interested bidder must submit bid for each item.

**Deliverables**

1. Two (2) original sepia copies of the relocation survey plans with vicinity map duly signed and sealed by the surveyor/geodetic engineer.
2. Two (2) blue prints copies of the relocation survey plan with vicinity map duly signed and sealed by the surveyor/geodetic engineer.
3. Two (2) copies each of the survey plan/s, reduced in A3, A4 paper size.
4. One (1) separate relocation survey plan – with details of encroachment such as illegal structures; presence of government structures/facilities; road lot located within the property.
5. Field notes, traverse computations, lot data computations, and lot location plans with vicinity map for each lot generated.
6. Narrative report of the survey with descriptions of the boundary monuments of the property and the control points used in the survey.
7. Photographs covering the property.
8. Two (2) electronic copy of the plan/s and maps (CAD / PDF files and KMZ files).

**Terms of Payment of Services Rendered**

1. Payment shall be made upon submission of all required deliverables by the contractor, billing statement and issuance by PNOC of the Certificate of Completion of Services rendered.
2. Payment could be made separately for each item survey and completed.

**Approved Budget for the Contract: Php500,000.00**

The approved budget for the relocation survey is Php500,000.00 itemized as follows:

Item No.	Title No.	Area (sqm)	Contract Amount
I	T-214496	299	26,000.00
	T-214497	40	26,000.00
<b><i>Sub-Total</i></b>			<b><i>Php52,000.00</i></b>

II	RT-95797	360	26,000.00
	N-157534	500	26,000.00
<b>Sub-Total</b>			<b>Php52,000.00</b>
III	T-167099	99,926	170,000.00
	T-167131	70,414	131,000.00
	T-167129	50,000	95,000.00
<b>Sub-Total</b>			<b>Php396,000.00</b>
<b>TOTAL CONTRACT AMOUNT/BUDGET</b>			<b>Php500,000.00</b>

\*Based on Geodetic Engineers of the Philippines, Inc. – (GEP-NCR) Services Rates + mobilization allowance

**Proposal Amount:**

<b>Item I</b>	<b>TOTAL AMOUNT (PhP):</b> _____
<b>Item II</b>	<b>TOTAL AMOUNT (PhP):</b> _____
<b>Item III</b>	<b>TOTAL AMOUNT (PhP):</b> _____

**NOTE: Awarding on a per item basis.**

**TERMS AND CONDITIONS**

1. All entries shall be typed or written in a clear legible manner.
2. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
4. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
5. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
6. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Organization : \_\_\_\_\_

Organization Address : \_\_\_\_\_

Tel No. / Mobile No. and Email Address : \_\_\_\_\_