



PHILIPPINE NATIONAL OIL COMPANY
PNOC Building VI, Energy Center
Rizal Drive, BGC, Taguig City
Tel. No.: 8789 – 7662
www.philgeps.gov.ph / 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 to submit quotations / proposals for the following company requirements:

Date : **July 2, 2021**
Project Title : **Mural Wall Paintings at Electrical Panel Doors of
7th Floor lobby of PNOC Bldg. 6**
RFQ No. : **2021-06-121**
Total ABC : **PhP20,000.00**
Submission Deadline : **July 9, 2021, 5:00PM**

Accomplished **Price Quotation/Proposal and Compliance Form** may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to procurement@pnoc.com.ph and lmhernandez@pnoc.com.ph not later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number

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.

 7. 2. 21
EVANGELINE B. ALBAYTAR 
Chairperson
Bids and Awards Committee

PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

Item No.	UOM	PARTICULARS	ABC (PhP)	QTY	TOTAL AMOUNT (PhP)
1	LOT	Mural Wall Paintings at Electrical Panel Doors of 7th Floor lobby of PNOC Bldg. 6 <u>Dimension:</u> ➤ 7 th Floor: 2.47m x 2.47m	20,000.00	1	

I. SCOPE OF WORK:

The services to be performed shall include, but not be limited to, Mural Wall Paintings at the Electrical Panel Doors of fifth floor to seventh floor Lobby of PNOC Building 6.

II. LABOR REQUIREMENTS:

1. Contractor must be knowledgeable in Mural Wall Painting and Design

III. PROJECT EXECUTION REQUIREMENTS:

1. Contractor must submit proposed designs to PNOC for approval of admin.
2. Mobilization.
3. Contractor shall install caution signs or barriers to keep personnel or other people from coming into contact with the work to be done
4. Painting of specified Mural at the electrical panel doors
5. Seek Approval of PNOC admin for retouches and/or edits needed to be done to the Mural
6. Sealing the Painted Doors by application of an isolation coat or varnish, whichever is more applicable, to ensure wall mural will be free of damage over time.
7. At the end of the workday, the Contractor shall remove all equipment, material and supplies from the work areas.
8. Contractor to haul debris outside the energy compound or on a dump site.

IV. OTHER REQUIREMENTS AND CONDITIONS:

- a. All work shall be done in a neat and clean manner.
- b. The Contractor and PNOC-Admin GSD Representatives must conduct a joint inspection on the specific works to be done for the project.
- c. The contractor is required to coordinate all activities and work relative to the project with the GSD representative for proper monitoring and coordination.
- d. The contractor should submit a work plan schedule before and after the whole duration of the project.
- e. The contractor must conduct a proper planning and safety orientation meeting to all personnel involved in the work prior to commencement.
- f. The contractor should follow proper procedures for entering the compound (i.e., Contact Tracing forms, Personnel rapid testing, if ever still applicable).
- g. Contractor should provide all workers with proper safety equipment whichever is applicable (i.e., Safety Goggles, etc.)

- h. The contractor shall provide all safety measures needed at areas they are currently working on (i.e., floor covering, safety signages, etc.) The contractor will be liable for any damage/accidents if ever something transpires.
- i. Contractors must do inspection and actual measurements on all areas to be repainted prior to submission of bid. **No inspection should be ground for disqualification of bids in evaluation.**
- j. Contractor is to protect and preserve all property within the working area. If there is a requirement to have any property to be displaced or moved to make work area more feasible, the contractor should bring the request to the attention of the GSD Representative. It shall be the responsibility of the PNOC Representative to involve the appropriate people regarding final disposition of the request from the contractor. If there are any property disturbed by the contractor or any subcontractor during the duration of the project it shall be the responsibility of the contractor to make the repairs per specifications provided by the PNOC authority.
- k. The cost of all rework and/or restoration of damaged properties due to Contractor's poor workmanship or negligence shall be borne by the contractor.
- l. **Substandard Service.** Should at any time the Company become dissatisfied with the service, the Contractor shall be notified in writing by the General Service Division regarding problems that occurred. The notice will detail the problems experienced and the specific site(s). The contractor will be required to contact the Project-in-charge to discuss possible solutions and the contractor will be given a date by which a written response with the proposed solutions must be submitted.
- m. The Contractor shall commence work on the agreed Start Date and shall carry out the work in accordance with the program of work submitted by the contractor, as updated, with the approval of the GSD representative and complete the project by the completion date as indicated in the TOR.
- n. The management will assign the contractor certain rooms or areas where materials and equipment may be stored, but this will be at the contractor's risk as the management / authorities will not be liable for any damage or loss.
- o. The minimum work experience requirements for key personnel are the following:

Key Personnel	General Experience	Relevant Experience
Mural Painter	5 years' experience with General Painting Services	2 years' experience with Mural Painting Services

V. COMPLETION OF WORK:

- Work should be completed within Fourteen (14) calendar days reckoned from the date of receipt of the Notice to Proceed.
- Painting should start 7:00AM onwards on weekends and holidays.

NOTE: Delays due to work stoppage ordered by GSD shall not be counted against the set completion date.

VI. DEFINITION OF SIMILAR PROJECTS:

- Any Mural painting works and painting services

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/Email Add: _____