



**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:

Date : **27 November 2024**  
Project Title : **Hauling, Transport, Treatment, and Disposal of Generated Wastes (Non Hazardous Solid Wastes)**  
Reference No. : **2024-11-201**  
Total ABC : **PhP 162,400.00**  
Submission Deadline : **05 December 2024 / 09:00 AM**  
Place of Delivery : **PNOC-Main Office, BGC, Taguig City**

Accomplished **Price Quotation/Proposal and Compliance Form** together with below listed documentary requirements and information may be submitted via:

**Electronic Mail; or Password-protected PDF copy to email address:**  
[newprocurement@pnoc.com.ph](mailto:newprocurement@pnoc.com.ph)

**Physical Submission** Sealed envelope to **PNOC Procurement Management Division** at the above address

**Documentary Requirements:**

- Mayor's/Business Permit
- PhilGEPS Registration Number
- 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)
- Price Quotation / Proposal and Compliance Form

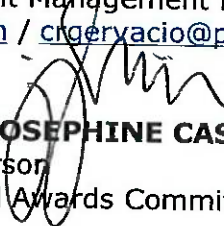
**Additional Requirements:**

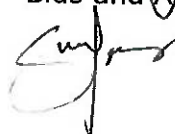
- Proof that the contractor have at least two (2) years of experience in providing hauling and/or disposal of wastes and other similar services (previous Contract/Purchase Order/Certificate of Completion/Service Invoice, etc.)

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.

For any clarification, you may contact the Procurement Management Division at (02) 8789-7662 or send email to [newprocurement@pnoc.com.ph](mailto:newprocurement@pnoc.com.ph) / [crgercyacio@pnoc.com.ph](mailto:crgercyacio@pnoc.com.ph).

Thank you.

  
**ATTY. JOSEPHINE CASSANDRA J. CUI**  
Chairperson  
Bids and Awards Committee



**PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM**

**Hauling, Transport, Treatment, and Disposal of Generated Wastes (Non Hazardous Solid Wastes)**

<b>LOT</b>	<b>UM</b>	<b>TECHNICAL SPECIFICATION/S</b>	<b>QTY</b>	<b>TOTAL AMOUNT (P)</b>
1	lot	<b>Hauling, Transport, Treatment, and Disposal of Generated Wastes (Non Hazardous Solid Wastes)</b> (Please refer to the Terms of Reference)	1	
<b>Total amount of ABC: PhP 162,400.00</b>				
<b>Delivery Place:</b>		PNOC Industrial Park, Brgy. Batangas Dos, Mariveles, Bataan		
		Quoted price should be VAT inclusive.		
		Awarding on per lot basis/one (1) lot.		

**TERMS OF REFERENCE**

**Hauling, Transport, Treatment, and Disposal of Generated Wastes (Non Hazardous Solid Wastes)**

**I. Project Description**

To become part of the implementation of / adhere to the existing rules and laws governing the protection of public health and the environment, such as Republic Act 9003 entitled "Ecological Solid Waste Management Act of 2000" and Republic Act No. 8749 entitled "Philippine Clean Air Act of 1999", among others, the PNOC Industrial Park shall engage in services for the hauling and disposal of residual wastes.

**II. Scope of Works**

- a. The Contractor shall supply and deliver labor, tools, equipment, and technical supervision necessary to completely execute the above project;
- b. The Contractor shall provide hauling equipment, tools, and trained manpower, and undertake the hauling and disposal of residual wastes from PNOC Industrial Park, Brgy. Batangas Dos, Mariveles, Bataan to a DENR-accredited disposal facility/ sanitary landfill. The Contractor shall haul a total of 1 truckload of residual wastes, with a minimum volume capacity of ten (10) m<sup>3</sup> per truckload per service engagement;
- c. The Contractor shall provide a copy of the accreditation as a residual waste hauler and be responsible for securing other necessary permits, certificates, and clearances for the hauling and disposal of the residual wastes, at its own

- expense, from the concerned government offices. Said permits, certificates, and clearances shall be submitted to PNOC Industrial Park before implementation of hauling activities;
- d. The Contractor agrees to conform with the provisions of all laws, ordinances, rules, and regulations, pay all fees payable to any public authority or official in respect to the work provided herein;
  - e. Fuel, lubricants, maintenance, and repair costs for the hauling equipment shall be for the Contractor's account;

### **III. Labor Requirements**

- a. The contractor must be DENR-accredited and knowledgeable to conduct residual waste hauling and with at least 3 years of experience in providing similar services.

### **IV. Materials Requirements**

- a. The Contractor shall have at least one (1) hauling truck used in their business operations;

### **V. Project Execution Requirements**

- a. The Contractor shall provide PNOC with a copy of the Environmental Compliance Certificate (ECC) approved and issued by the DENR before hauling activity. Otherwise, the Contractor shall provide PNOC Park with a copy of a Memorandum of Agreement with a DENR-accredited disposal facility/ Sanitary landfill (SLF), as well as a copy of the Accreditation of the disposal facility/ Sanitary landfill and/or Environmental Compliance Certificate (ECC);
- b. The Contractor shall supply and deliver labor, tools, equipment, and technical supervision necessary to completely execute the above project;
- c. Inform PNOC Industrial Park Project Proponent at least 5 days before the scheduled date of Residual Waste Hauling;
- d. The Contractor shall provide an accredited hauling truck with a minimum volume capacity of ten (10) m<sup>3</sup>;
- e. The Contractor shall provide a hauling truck with safety net;
- f. Payment shall be made after the completion of all hauling activities and issuance of a Certificate of hauling and disposal. The truckload shall be inspected and documented by Park authorized representative before departure from Park;
- g. The Contractor shall, at its own expense, provide a disposal facility outside the Park and shall be responsible for the proper disposal of residual wastes

- following the existing environmental standards, procedures, requirements, and regulations of DENR, PNOG, and other Philippine Regulatory Agencies;
- h. The Contractor shall provide a Certificate of Disposal from the accredited Disposal Facility. The Certificate is the document that will indicate that the waste is disposed of accordingly, at a DENR-accredited SLF;

## **VI. Additional Requirements**

### **a. General Conditions:**

- i. The Contractor shall commence work on the agreed start date;
- ii. The Contractor is required to coordinate all activities and work relative to the project with the Park representative for proper monitoring and coordination;
- iii. The cost of all rework due to the contractor's negligence shall be borne by the Contractor;
- iv. The Contractor shall be liable for all accident claims and other related claims arising from injuries and other damages to property occasioned by any act or omission of the Contractor including any expenses which may be incurred by PNOG Park and its personnel in the defense of any claim, action, or suit;
- v. The Contractor must comply with all standard health, safety, environment, and security requirements implemented within the facility. These include, but are limited to, the use of personal protective equipment by all workers (mandatory PPE and special PPE for handling waste materials), company issued, or any valid government-issued ID. The Contractor and its personnel must also observe company rules and regulations on safety, environment, and security;
- vi. The Contractor shall warrant that the trucks and other equipment to be used in the hauling and disposal of garbage are sufficient to meet the needs of the said services;
- vii. The Contractor shall warrant that the schedule of garbage collection shall be followed religiously except when, due to acts of force majeure or events not attributable to the contractor, the same can no longer be done, after due diligence and exhaustion of alternative remedies;
- viii. The Contractor shall warrant that all its truck personnel shall confine themselves to the garbage collection work area;
- ix. The Contractor shall agree to provide additional/substitute service calls should there be a breakdown of the garbage truck/s designated to collect Park's waste material/garbage without additional charge to PNOG;

- x. The hauling shall be done as expeditiously as possible and in an orderly manner ensuring no littering in the premises and immediate environs;
- xi. The Contractor shall see to it that its employees are properly identified during the hauling purposes;

b. Delivery Time/ Completion Schedule

- i. PNOC will engage the third-party service provider with technical expertise in hauling and proper disposal of residual wastes with one (1) day engagement/ hauling, and with a minimum of 10 m<sup>3</sup>/ truckload. The schedule of engagement will be upon the advice of PNOC Park Management to proceed with the hauling;
- ii. Hauling Activity shall be scheduled within three (3) weeks after the issuance of the Notice to Process/ Purchase Order (PO);
- iii. The Contractor shall submit the Certificate of Disposal (COD) to PNOC Park within seven (7) days upon completion of the project;

c. Definition of Similar Projects

- i. The project involves the expertise of a third-party service provider to conduct the hauling of residual wastes and proper disposal of collected refuse in accordance with existing environmental laws and regulations.
- ii. The Contractor must have a valid accreditation issued by the DENR as a service provider/ hauler for residual wastes and a valid permit to transfer these wastes.
- iii. The Contractor must have at least two (2) years of experience in providing hauling and/or disposal of wastes and other similar services.

### **TERMS AND CONDITIONS**

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

- 8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.
- 9. Liquidated damages shall be imposed pursuant to Section 68 of the Revised IRR of RA 9184.

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.

We acknowledge that failure to password-protect/seal our proposal/quotation or submitting it late will result in automatic disqualification.

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 : \_\_\_\_\_

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

Telephone/Mobile No. : \_\_\_\_\_

Email Address : \_\_\_\_\_

TIN : \_\_\_\_\_

PhilGEPS Registration Number : \_\_\_\_\_

**INSTRUCTIONS AND PROCEDURES FOR ONLINE SUBMISSION OF QUOTATIONS/PROPOSALS FOR SMALL-VALUE PROCUREMENT**

- 1. Interested bidders must submit proposal/quotation in a single file password-protected portable document (PDF) format via email address [newprocurement@pnoc.com.ph](mailto:newprocurement@pnoc.com.ph) **without giving the password yet.**

File format should be:

RFQREFERENCENO\_NAME OF THE COMPANY\_passwordprotected.pdf  
*Example: RFQ202401001\_XYZCompany\_passwordprotected.pdf*

Note: RFQ Reference Number is located at the front page of the request for quotation.

Email Format Instructions:

- a. The subject line must indicate the RFQ Reference Number
- b. The email body must include the following details:
  - i. Project Title
  - ii. Name of the company and its authorized representative
  - iii. Contact details such as telephone/mobile number and email address

Proposal/quotation must be in a single PDF file only and must not exceed 25 MB.

2. Bidders will be immediately notified via email of the receipt of the proposal/quotation.
3. Proposal/quotation not password-protected and/or submitted late based on system timestamp will be automatically disqualified.
4. A bid opening will take place immediately after the deadline through video conferencing. The meeting link will be sent to participating bidders.
5. For proposal/quotation submitted online, the bidder shall provide the password of the file password when requested via the chat box or call/SMS during the bid opening.
6. Upon opening, the BAC shall verify the presence or absence of the specified requirements in the quotation/proposal. All eligible quotations/proposals will undergo further evaluation.
7. The award of contract shall be made to the Lowest Calculated Responsive Quotation or Highest Rated Responsive Bid, which complies with the minimum technical specifications and other terms and conditions. The result will be posted on the website and the official social media sites of PNOC.