



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 / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : **May 12, 2022**
Project Title : **Removal of Dilapidated Lighting Post**
Reference No. : **2022-05-087**
Total ABC : **PhP363,700.00**
Submission Deadline: **May 24, 2022 / 5:00 PM**

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 hdvallano@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)
- Omnibus Sworn Statement (Unnotarized) copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment).

Additional Requirements:

- PCAB License
- Project Inspection Certificate

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.


EVANGELINE B. ALBAYTAR
Chairperson
Bids and Awards Committee

PHILIPPINE NATIONAL OIL COMPANY
Park Management Department
PNOC Industrial Park
Batangas II, Mariveles, Bataan

TERMS OF REFERENCE (TOR)

Project	:	Removal of Dilapidated Lighting Post
Project Location	:	PNOC Industrial Park, Batangas II, Mariveles, Bataan
Justification	:	To avoid damage to the existing structure at the jetty trestle area and roadways due to damage and highly corroded lighting post and support

I. SCOPE OF WORK

The contractor shall provide all necessary labor, tools, materials, equipment, and necessary supervision and technical expertise to execute and complete the removal of dilapidated light posts. The contractor shall undertake the following

- Mobilization.
- Secure working area by providing traffic signages on roadways, and safety protection (lifeline, net catcher) at jetty area
- Remove or cut bolt and nut from the base plate of the pole.
- Pullout and recover 10 light posts located at the jetty and main road (refer to attached key plan).
- Hauling of recovered light posts from retrieval area going to warehouse/staging area.
- Replace post number 50 and 51 using existing post number 8 and 9.
- Housekeeping and demobilization.

II. LABOR REQUIREMENTS:

1. Contractor must have a minimum of two (2) years' experience in the installation, removal, and recovery of post (Street light or transmission post).
2. Contractor must assign a Site Supervisor, and Safety officer who will directly coordinate with PNOC representative.

III. BILL OF QUANTITIES

The contractor may refer to the table below for the preparation of the Bill of Quantities.

Item No.	Description	Qty	Unit	Unit Cost	Total Cost
1	General Requirements				
	Mobilization/Demobilization				
	Permits and Licenses				
	Safety Requirements				
				Subtotal	
3	Removal of Dilapidated post				
	Labor Cost				
	Site Supervisor/Safety Officer				
				Subtotal	
4	Mark up				
				Subtotal	
5	Total Project Cost				
6	Value Added Tax				
7	TOTAL PROJECT COST (Inclusive of all taxes)				

IV. PROJECT EXECUTION REQUIREMENTS:

1. A joint inspection must be conducted by the Contractor and PNOC Representatives on the specific works to be done for the project.
2. The bidder is required to inspect and examine the site and the surroundings of the proposed project to arrive at an estimate of the labor, materials, and equipment necessary to carry out the work.
3. The contractor is required to secure the required surety, performance, and guarantee bonds prior to the commencement of work.
4. The contractor shall secure all necessary permits before starting the activity.
5. The contractor is required to submit the following for approval of PNOC within 3 days after issuance of Notice To Proceed:
 - a. Detailed work methodology
 - b. Work Schedule and S-Curve; and
 - c. Safety Program

Failure to secure approval of the foregoing items after 3 days from the issuance of Notice To Proceed will be subject to a penalty of 1/10 of 1% of the total project cost per day of delay.

6. The winning contractor shall attend a scheduled kickoff meeting before the start of the project.
7. The contractor shall comply with the following requirements prior to execution of works:
 - a. PNOC Industrial Park Work Permit System; and

- b. Safety and Health Orientations of all personnel to be conducted by PIP HSE Officer.

Violating PNOC work permit process will be subject to a penalty of 1/10 of 10% of the total project cost.

8. The contractor must conduct proper planning and safety orientation meetings with all personnel involved in the work prior to commencement.
9. The contractor shall coordinate with the PNOC representative for the tapping and isolation of the power supply for the tools and equipment to be used.
10. The contractor is required to coordinate all activities and work relative to the project with the PNOC representative for proper monitoring and coordination.
11. 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 approved by the PNOC representative, and complete the project by the completion date as indicated in the TOR
12. The contractor shall be liable for all accident claims and other related claims arising from injuries and damages, which may occur in relation to the execution of the project.
13. The contractor shall hold PNOC and its personnel free from any and all liabilities for damages arising from injuries or liabilities to persons or damages to property occasioned by any act or omissions of the contractor including any and all expenses which may be incurred by PNOC and its personnel in the defense of any claim, action or suit.
14. The cost of any and all rework and/or restoration of damaged properties due to the Contractor's poor workmanship or negligence shall be borne by the contractor.
15. The Contractor must comply with RA 11058, DOLE DO 198-18, OSHS, and other requirements to include, among others, the use of personal protective equipment by all workers, installation of safety signage, proper ID, and observe PNOC Industrial Park rules and regulations on safety, security, and environment.
16. The work shall be executed in the best and thorough manner throughout the project timeline to the satisfaction of PNOC, as represented by its engineers and supervisors who will jointly interpret the meaning of the scope of work and its conditions and shall have the power to reject any work, method of accomplishing every part of work and material used which in their judgment are not fully in accordance with the specifications and/or description as provided in the scope of work and are deemed to be disadvantageous to PNOC.
17. The Contractor shall be liable for all direct and consequential damages arising out of any failure to perform the work in accordance with the schedule and with terms and conditions of the contract documents.
18. The Contractor shall submit to PIP representative Daily Accomplishment Report for construction monitoring purposes.
19. The Park operations shall be given priority on the phasing of works. The Contractor should therefore coordinate with the PIP representative and/or Duty Supervisor regarding the scheduling and phasing of works so as not to interrupt the Park operations during project implementation.
20. Contractor shall be liable for all fire and accident claims, and other related claims arising from injuries and damages, which may occur in relation to the execution of the project.

V. SITE POSSESSION

1. The Contractor shall confirm that he has inspected the site where the work will be performed; that he is fully aware of the conditions which might affect the nature, extent, and cost of the work required; that PNOC shall in no way be responsible for any costs or expenses which may be incurred on account of the failure of the Contractor to make an accurate examination of present and/or assessment of future factors that may affect the cost of execution.
2. The Park Management Department shall designate a specific area to be used by the CONTRACTOR as a temporary facilities/storage area/administration area in connection with the project.
3. The Contractor shall provide a kilowatt-hour sub-meter for monitoring electrical consumption during project execution.
4. Tapping of equipment and other related work shall be properly coordinated with the PNOC representative for the provision of electrical power sources for the equipment to be used.
5. Contractor shall STOP all activities inside jetty during vessel berthing.
6. The contractor is required to report daily accomplishments to the PNOC representative
7. The Contractor shall require to provide all necessary tools and equipment needed to complete the project.

VI. OTHER REQUIREMENTS

1. Bidders shall conduct actual site inspection (inspection certificate to be issued by project proponent).
2. PCAB license under Specialty, Electrical works (SP-EE) at least category D is required.

VII. PROJECT DURATION

Work should be completed within ten (15) calendar days reckoned from the date of receipt of the Notice to Proceed.

Work should start from 8:00 AM – 5:00 PM weekdays and weekends including holidays

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

VIII. WARRANTY PROVISIONS

The warranty security shall be Three (3) months reckoned from the date of final turnover and acceptance.

IX. DEFINITION OF SIMILAR PROJECTS

A Project that involves installation, removal, and recovery of post (Street light or transmission post).

X. ABC = Php 363,700.00 (inclusive of all taxes)

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.

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 : _____