



**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 : **11 April 2025**  
Project Title : **Construction of Club Lounge at PNOC Energy Center**  
Reference No. : **2025-04-087**  
Total ABC : **PhP 915,000.00**  
Submission Deadline : **24 April 2025 / 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; Portable Document Format (PDF) copy to email  
or 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
- Latest Income/Business Tax Return
- 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)

### **Additional Requirements:**

- Certificate of Inspection
- Curriculum Vitae
- Bill of Quantities (BOQ)
- PCAB License (Category C or D)
- Certificate of Project Completion and Acceptance issued by the Client

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) / [gsmendoza@pnoc.com.ph](mailto:gsmendoza@pnoc.com.ph).

Thank you.



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

**PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM**

**Construction of Club Lounge at PNOC Energy Center**

<b>LOT</b>	<b>UOM</b>	<b>TECHNICAL SPECIFICATIONS</b>	<b>TOTAL BID AMOUNT (P)</b>
<b>1</b>	<b>LOT</b>	<b>Construction of Club Lounge at PNOC Energy Center</b> <b>(Please refer to attached Terms of Reference)</b>	
<b>Total amount of ABC: PhP 915,000.00</b>			
Total amount of Bid (VAT inclusive):			
Delivery Schedule:	Work should be completed within <b>Forty-Five (45)</b> Calendar Days reckoned from the receipt of the Notice to Proceed (NTP).		
Delivery Place:	PNOC – Main Office, BGC, Taguig City		
Awarding:	Per lot awarding / One (1) lot		
Pricing:	Quoted price should be VAT inclusive		

**PHILIPPINE NATIONAL OIL COMPANY**  
PNOC Building 6, Energy Center, Rizal Drive,  
BGC, Taguig City

- Project** : Construction of Armily Lounge
- Project Location** : PNOC, Energy Center, Rizal Drive, BGC, Taguig City
- Justification** : The construction of Armily lounge can serve as a space for brainstorming and collaboration. Employees from different clubs can meet and share ideas, which can boost creativity and innovation. A well designed club lounge is a unique selling point for employees who value work-life balance and a positive office environment.

**I. SCOPE OF WORK:**

The contractor shall supply all required labor, tools, materials, equipment, and necessary supervision and technical expertise to execute and complete the Construction of Armily Lounge as outlined in Bill of Quantities.

1. Mobilization;
2. Construction safety & Health.
3. Supply and installation of roofing works.
4. Supply, installation and execution of site works.
5. Supply and installation of finishes.
6. Supply and installation of electrical works.

7. Demobilization includes cleaning up of site, clearing, hauling and disposal of waste and construction debris outside the compound.

**II. LABOR REQUIREMENTS:**

The minimum key personnel and work experience requirements are the following:

<b>Key Personnel</b>	<b>Relevant Experience</b>
One (1) Project Engineer	Minimum 2 years of experience as a Project Engineer in general construction projects.
One (1) Safety Officer	Minimum 2 years of experience as a Safety Officer in general construction projects.
One (1) Foreman	Minimum of 2 years of experience as a Foreman in general construction projects.

The Contractor's Project Engineer, Safety Officer, and Foreman must always be present on site whenever work is being performed.

**III. MATERIAL REQUIREMENTS:**

**1. ROOF PANEL**

**a. Pre-painted Rib Type Roof Panel**

- Thickness : 0.60 mm
- Length : Up to transportable length
- Color : subject for approval
- Insulation : 10mm thk. Double bubble foil insulation

**b. Pre-painted Gutter and Flashing**

- Thickness : GA. 24
- Length : Up to transportable length
- Color : subject for approval

**2. FINISHES**

**a. Wall Finishes**

The Contractor shall submit samples for approval prior to installation and/or application. (See perspective for reference).

- **PAINT FINISHES GLOSS 3 COAT FINISH**
- **PVC WOOD SLATS PANELS (SEE PERSPECTIVE)**

**b. Floor Finishes**

The Contractor shall submit samples for approval prior to installation and/or application.

- **WOOD PLASTIC COMPOSITE OUTDOOR DECKING WITH ACCESSORIES (SEE PERSPECTIVE)**

**c. Ceiling Finishes**

The Contractor shall submit samples for approval prior to installation and/or application.

- **PVC CEILING PANELS (SEE PERSPECTIVE)**
- **PVC CEILING WOOD SLANTS PANELS (SEE PERSPECTIVE)**

**3. PAINTING**

All painting works must be in 3 coats finish.

**4. ELECTRICAL**

- a. Complete electrical wiring installation shall be provided
  - a. Wires (use #12 THHN stranded wires)
  - b. Conduit fittings & boxes
  - c. Circuit Breakers (Tap to existing circuit breaker)
  - d. Wiring devices- (Tap to existing) and use pvc moulding to accommodate exposed wires
- b. Outlet
  - 2-gang weather-proof outlet for outdoor
- c. Lighting Fixtures
  - LED 8" Circular pinlight 18w daylight surface mount type
  - Ceiling Fan with LED Light

**IV. BILL OF QUANTITIES**

*See Attached Annex A*

**V. PROJECT EXECUTION REQUIREMENTS**

**A. Methodology Requirements**

1. Submission of Gantt chart for determination of activities and timelines.
2. Mobilization
  - a. The Contractor shall validate and check conditions on-site which may have an effect on the work and shall immediately notify PNOC before commencing works.
  - b. The Contractor shall provide safety signages/ early warning signs that are visible at the jobsite.
  - c. The Contractor shall install, operate and maintain adequate number of temporary hoists, scaffolds, runways, ladders, and the line as required for the proper execution of the work. Safety precautions shall be observed at all times.
  - d. All temporary services and facilities installed by the Contractor shall be removed by the Contractor upon completion of this Contract. The Contractor shall restore damaged, and/or altered areas caused by such removal and during project implementation.
3. Supply and installation of roofing works.

4. Supply, installation and execution of site works.
5. Supply and installation of finishes.
6. Supply and installation of electrical works.
7. Supply and delivery of furniture.
8. Demobilization includes cleaning up of site, clearing, hauling and disposal of waste and construction debris outside the compound.

## **ADDITIONAL REQUIREMENTS:**

### **A. General Conditions**

1. The Contractor must do inspection and actual measurements of all areas as specified by the scope of work prior to submission of bid in order to arrive at an estimate of the labor, materials, equipment, facilities and services necessary to carry out the work. No inspection shall be ground for disqualification of bid.
2. The Contractor is required to secure the required Surety, Performance and Guarantee Bonds prior to the commencement of work.
3. The Contractor shall commence the 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 PNOC Admin-GSD representative and complete the project by the completion date as indicated on the TOR.
4. The Contractor shall request a pre-construction/ coordination meeting before mobilization.
5. The Contractor must comply with all standard health and safety requirements to include, among others, the use of personal protective equipment by all workers, installation of safety signages, proper wearing of ID and observe company rules and regulations on safety and security.
6. The work shall be executed in the best and thorough manner throughout the project timeline and to the satisfaction of PNOC- Admin GSD, 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 judgement are not in full accordance with the specifications and/or description as provided in the scope of work and are deemed to be disadvantageous to PNOC.
7. A joint inspection must be conducted by the Contractor and PNOC Representatives on the specific works to be done for the project.
8. The Contractor is required to submit the following items subject for approval of PNOC prior to commence of the Work:
  - a. Construction Methodology
  - b. Product data sheet/ material specifications
  - c. BOQ with Weighted Percentage
  - d. Manpower List
  - e. Tools and Equipment List; and
  - f. Safety Program
9. The Contractor shall secure the PNOC Work Permit System prior to execution of works.
10. The Contractor must conduct proper planning and safety orientation meetings with all personnel involved in the work prior to commencement.
11. The Contractor is required to coordinate all activities and work relative to the project with the PNOC representative for proper monitoring.

12. The Contractor shall be solely 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 solely borne by the Contractor.
15. The Contractor shall submit to PNOC-Admin GSD representative Daily Accomplishment Report for construction monitoring purposes.
16. 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.

## **B. Site Possession**

1. The Contractor confirms 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. Tapping of equipment and other related work shall be properly coordinated with PNOC-Admin GSD designated representative for provision of electrical power source for outlets.
3. The GSD shall designate a specific area to be used by the Contractor as temporary facilities/storage area/ administration are in connection with the project.

## **C. Contract interpretation**

The contract documents, specifications and drawings are mutually complimentary. In case of conflict, what is noted in one although not shown in another shall be considered contained in all. The specifications shall prevail over the drawings. The documents forming the contract shall be interpreted in the following order of priority:

1. Contract/Construction Agreement
2. Letter of Acceptance
3. Contractor's Bid
4. Specifications
5. Drawings
6. Bill of Quantities
7. The Contractor shall examine all the issued documents relating to the work and must have verified all existing conditions at the site. No consideration will be given for any alleged misunderstanding or misinterpretation of the specifications and materials to be used or work to be done. All works shall be properly coordinated with PNOC- Admin GSD.

## **VI. PROJECT DURATION**

Work should be completed within **forty-five (45) calendar days** reckoned from the date of receipt of the Notice to Proceed.

Work Schedule: 7:00 AM onwards on weekdays, weekends and holidays.

*NOTE: Delays due to work stoppage (related to Contractor's noncompliance to Safety, Health, Security, and Environmental policies of PNOC-Admin GSD) ordered by PNOC-Admin GSD will still be counted to the original contract duration; i.e. no suspension of time shall be granted to the Contractor.*

## **VII. WARRANTY PROVISIONS**

The warranty will cover one (1) year for workmanship, starting from the date of final turnover and acceptance. Any corrective work required will be performed at no additional cost to the Owner.

## **VIII. DEFINITION OF SIMILAR PROJECTS**

The contractor must have completed at least one (1) recreational facility project.

The Contractor must be a Small B Contractor with PCAB License in category C or D.

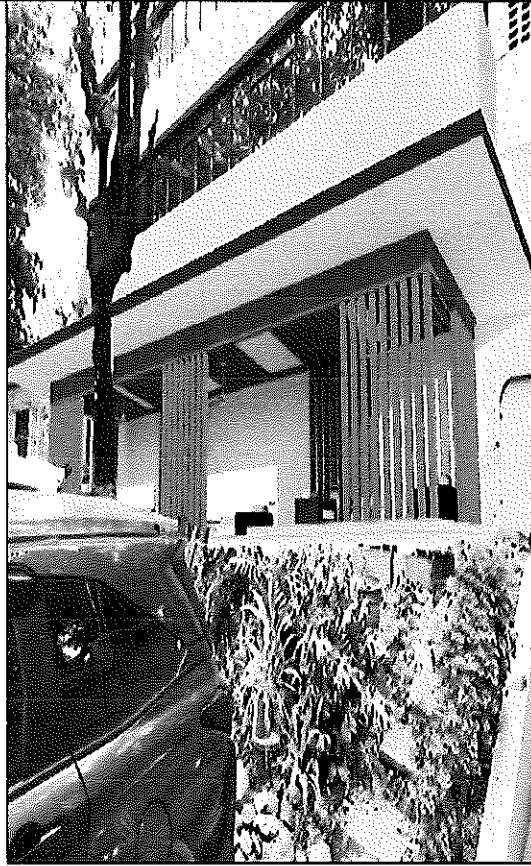
**IX. ABC = PHP 915,000.00** (inclusive of all taxes - 12%)



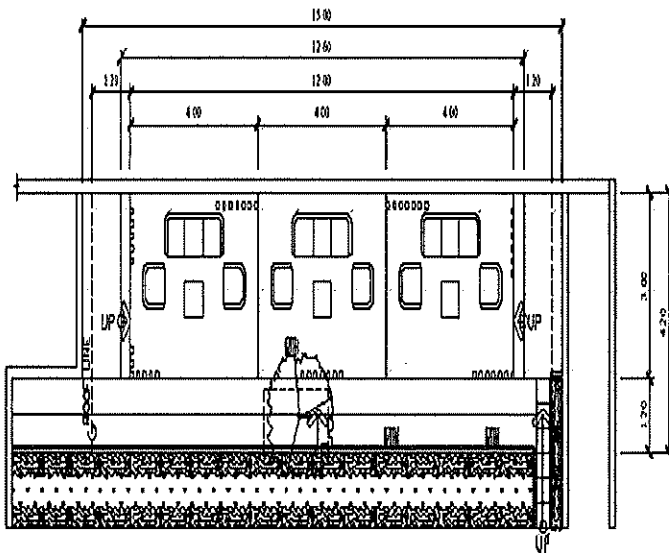
## COST ESTIMATES

Project Title: Construction of Armily Lounge at PNOC Energy Center  
 Project Location: Energy Center, Rizal Drive, BGC, Taguig City


ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST		TOTAL UNIT COST	TOTAL COST
				MATERIAL COST	LABOR COST		
<b>I. General Requirements for the Renovation of Warehouse</b>							
1	Mobilization and Demobilization	1.00	lot				
2	Construction Safety and Health	1.00	lot				
3	Hauling and Disposal	1.00	lot				
<b>II. Roofing Works</b>							
1	Supply and Installation of rib type pre- painted roof sheet, 0.6mm thk.	58.47	sqm				
2	Supply and Installation of Ga 24, pre-painted Gutter and Flashings	39.21	lm.				
3	Roof framing & Fixing Accessories	1.00	lot				
4	Supply and Installation of aluminum foil insulation, 10mm thk.	58.47	sqm				
5	Supply and Installation of PVC Ceiling Panels, 2.95m x 300 x 9mm (including accessories)	1.00	lot				
<b>III. Sitework</b>							
1	Clearing of site and Improvement of stair going to club lounge	1.00	lot				
2	Surface preparation and slab on grade 10mm thk (with concrete sealer)	57.48	sqm				
3	Supply and Installation of painted 100mm x 50mm x 1.5mm thk Tubular (post & beam)	1.00	lot				
<b>IV. Finishes</b>							
1	Repainting of Existing Wall	53.25	sqm				
2	Supply and installation of PVC Wood Slants Panels (Including accessories)	1.00	lot				
3	Supply and Installation of Wood Panel Composite Outdoor Decking (including accessories)	37.80	sqm				
4	Supply and Installation of manhole for existing lighting arrestor	3.00	sets				
5	Supply and installation of PVC Ceiling Wood Slants Panels (Including accessories)	1.00	lot				
6	Supply and construction of fascia board (including framing materials & accessories) painted	14.46	sqm				
<b>V. Electrical Works</b>							
1	Lighting System (tap to existing)	1.00	lot				
2	Power System (tap to existing)	1.00	lot				
3	Supply & installation of LED recessed 8" circular pinlight 18W daylight	5.00	pcs				
5	2 gang outlet	4.00	sets				
6	2 gang switch	1.00	set				
7	Ceiling Fan with LED Light	3.00	set				
						<b>Total</b>	
						12% VAT	
<b>Total amount (inclusive of 12% VAT and all applicable taxes)</b>							

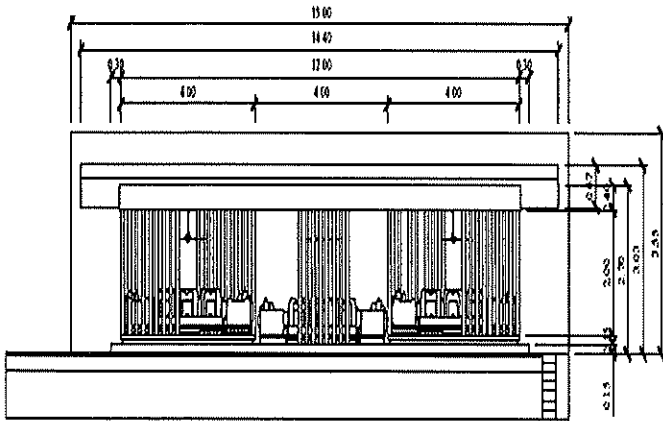


1 PERSPECTIVE  
A-1 NOT TO SCALE

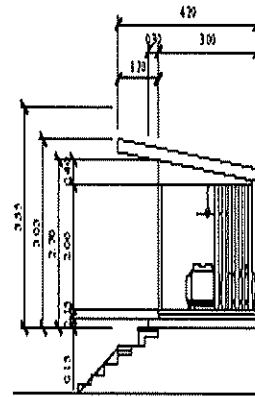


2 LOUNGE FLOOR PLAN  
A-1 SCALE 1:100 M

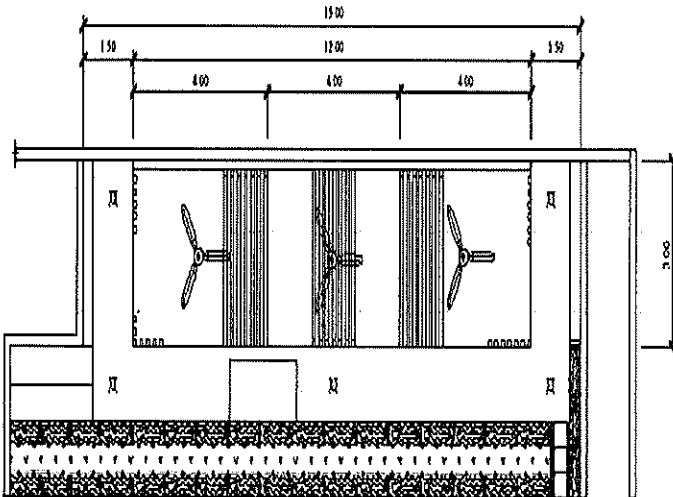
 <b>PNOC</b> <small>The Group of Companies</small>	PROJECT TITLE	ARMY LOUNGE
	SHEET CONTENT	PERSPECTIVE LOUNGE FLOOR PLAN
SCALE	DATE	DRAWN
		SHEET NO.
		A-1



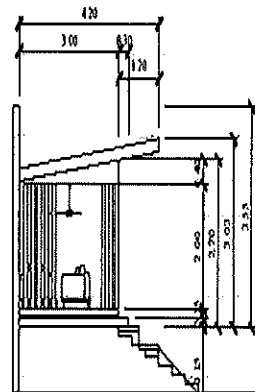
1 FRONT ELEVATION  
A-2 SCALE 1:100 M



3 RIGHT-SIDE ELEVATION  
A-2 SCALE 1:100 M



2 LOUNGE CEILING FLOOR PLAN  
A-1 SCALE 1:100 M



4 LEFT-SIDE ELEVATION  
A-2 SCALE 1:100 M

CEILING FINISHES	
	RECESSED LED 8" CIRCULAR PINLIGHT 12W DAYLIGHT
	CEILING FAN WITH LED LIGHT

	PROJECT TITLE	ARMILY LOUNGE		
	SHEET CONTENT	<ul style="list-style-type: none"> <li>FRONT ELEVATION</li> <li>RIGHT SIDE ELEVATION</li> <li>LEFT SIDE ELEVATION</li> <li>LOUNGE CEILING FLOOR PLAN</li> </ul>		
SCALE	DATE	DRAWN	SHEET NO	A-2