



AFP Retirement and Separation Benefits System

424 Capinpin Avenue, Camp General Emilio Aguinaldo, Quezon City

24 October 2019

REQUEST FOR QUOTATION

Please quote your lowest price on the project listed below, subject to the Terms of Reference hereto attached. Submit your quotation duly signed by your representative not later than **10:00 a.m.** on **11 November 2019** to this address:

**Property Management and Enhancement Department
AFP Retirement and Separation Benefits System
2nd Floor, AFPRSBS Building, 424 Capinpin Ave. Camp General Emilio Aguinaldo
Quezon City**

Name of Project/ Brief Description	PROCUREMENT OF A CONTRACT FOR THE INSTALLATION OF DRAINAGE LINE AT BLOCK 15, LOTS 19, 20 AND 23, RIVIERA RESIDENTIAL ESTATES, SILANG, CAVITE
Approved Budget for the Contract (ABC)	TWO HUNDRED THOUSAND PESOS & 00/100 (Php 200,000.00)

NOTES:

1. All entries in the Quotation Form shall be typewritten.
2. Quotation Form shall be submitted in a **sealed envelope** together with the Bill of Quantities.
3. Accreditation requirements shall be submitted in a **separate sealed envelope**, which shall include the following:
 - a) Copy of Philippine Government Electronic Procurement System (PhilGEPS) Registration Certificate
 - b) Copy of Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) Registration Certificate
 - c) Copy of current Mayor's/Business Permit
 - d) Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR

- e) Resume of the Project Engineer who will oversee the project, with photocopy of valid and current PRC ID and PTR
 - f) Resume of personnel/staff who will undertake the construction works
4. As a Government Owned and Controlled Corporation (GOCC), the AFPRSBS shall deal only with legitimate contractors/suppliers which issue BIR-registered official receipts (attach photocopy of Official Receipt).
 5. Quoted prices shall be inclusive of applicable taxes and shall be firm and valid for a period for at least thirty (30) days from the date of receipt of quotation and shall be binding upon the company within the period.
 6. Contract shall be awarded to the bidder with the lowest calculated responsive bid.
 7. AFPRSBS reserves the right to post-qualify participating companies and/or to reject any or all submitted quotations without thereby incurring any liabilities to the affected bidder.
 8. Request for Quotation may be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) by interested Bidders starting on **28 October 2019**.

Secure copy of the plans from the Property Management and Enhancement Department, AFP Retirement and Separation Benefits System, 2nd Floor, AFPRSBS Building, 424 Capinpin Ave. Camp General Emilio Aguinaldo, Quezon City,

9. For further information, please call at telephone number 912-4718 and look for Ramon A Tancio or Marvin C Ellares of the Property Management and Enhancement Department (PMED), AFPRSBS.

LIZA M LORENZANA
Head, Real Estate Group

QUOTATION FORM

ITEM No.	ITEM & DESCRIPTION	PRICE
1	Installation of Drainage Line at Block 15 Lots 19, 20 and 23, Riviera Residential Estates, Silang, Cavite, subject to the attached Terms of Reference, Scope of Works and Specifications.	

Name of Bidder : _____

Delivery Period : 75 calendar days

After having carefully read and accepted your conditions above, I/we quote you on the item at prices noted above.

Print Name / Signature

Tel. No. _____

Fax No. _____

e-mail address _____

Date _____

TIN _____



TERMS OF REFERENCE

PROCUREMENT OF A CONTRACT FOR THE INSTALLATION OF DRAINAGE LINE AT BLOCK 15 LOTS 19 TO 20 AND LOT 23, RIVIERA RESIDENTIAL ESTATES, SILANG, CAVITE

1.0 Introduction

The intent of this document is to outline the requirements of the project and to secure quotations for the *Installation of Drainage Line at Blk 15, Riviera Residential Estates, Silang, Cavite*, in accordance with Republic Act (R.A.) No. 9184 (The Government Procurement Reform Act) and its Implementing Rules and Regulations.

2.0 The Riviera Residential Estates

The Riviera Residential Estates is one of the high end real estate development of the System located along By-Pass Road, Aguinaldo Highway, Silang, Cavite. A subdivision complete with high-end amenities.

3.0 The Project

During the construction of house in Block 15 Lot 22, it was found out that there is no reinforced concrete pipe installed in the property and next nearest concrete pipe is two lots away. It was also discovered that the distance of manholes in the area – Block 15 Lots 19 to 22, are too far for the four lots to tap their drainage line.

Installation of reinforced concrete pipes in Block 15, Riviera Residential Estates, Silang, Cavite, is necessary to solve the problem.

Note: Interested contractors are required to conduct site visit for proper assessment of the project.

4.0 Approved Budget for the Contract (ABC)

The procuring entity's Approved Budget for the Contract (ABC) is Two Hundred Thousand Pesos (Php 200,000.00). The ABC is inclusive of value added tax, withholding tax, and other forms of taxes that may be imposed by the Philippine government and/or concerned government agencies in relation to the above project.

5.0 Scope of Work

- 5.1 Demolition and Restoration of Concrete Sidewalk, Curb and Gutter
- 5.2 Earthwork

- 5.3 Installation of Reinforce Concrete Pipes (0.3m dia.)
- 5.4 Concreting of sidewalk, curb and gutter

6.0 Deliverables

- 6.1 Complete Installation of Reinforced concrete pipes, Demolition, Restoration of Concrete sidewalk, Curb and Gutter according to plans and specifications.

7.0 Contract Duration

- 7.1 The work to be performed by the contractor should be completed within seventy five (75) calendar days reckoned seven (7) days after the issuance of the Work Order.

8.0 Terms of Payment

- 8.1 The terms of payment shall be as follows:
 - a. An initial payment equivalent to fifteen percent (15%) of the contract price shall be made within ten (10) working days after the effective date of the contract and submission by the Contractor of a Performance Bond;
 - b. Monthly progress billing shall be submitted and processed after evaluation of work accomplished.
- 8.2 All payments shall be subjected to ten percent (10%) retention, expanded withholding taxes and other applicable taxes, and such other deductions as may be mutually agreed upon by both parties.
- 8.3 The ten percent (10%) retention shall be released by the AFP-RSBS thirty (30) days after the issuance of the Certificate of Completion and Final Acceptance.

9.0 Evaluation Guidelines

- 9.1 The selection of the winning bidder shall be based on the Lowest Calculated Responsive Bid pursuant to Section 32 under Rule IX, of the Implementing Rules and Regulations of RA 9184.



SCOPE OF WORKS

PROCUREMENT OF A CONTRACT FOR THE INSTALLATION OF DRAINAGE LINE AT BLOCK 15 LOTS 19 TO 20 AND LOT 23, RIVIERA RESIDENTIAL ESTATES, SILANG, CAVITE

- a. Prior to mobilization, secure permit of entry of personnel from Riviera Estates Home Owners Association Inc., Silang, Cavite.
- b. Construct bunk house provided with decent toilet and bath. Coordinate with AFPRSBS Engineers regarding bunkhouse location.
- c. Apply for water supply connection for temporary facilities/bunkhouse at Southern Utilities Management Services Inc (SUMSI).
- d. Conduct staking and layout of drainage line. Concrete sidewalk, curb and gutter elevations must be reckoned on the existing roads, while drainage pipes elevations must also be based on the existing drainage pipes and will be tapped to existing manholes. Approval of staking/layout of drainage line concrete sidewalk, curb and gutter shall first be secured from AFPRSBS engineers prior to start of earthworks.
- e. Coordinate with RSBS Engineer mobilization of equipment dump trucks for the entry to the Subdivision.
- f. Conduct all earthworks and base preparations according to plans, technical specifications and American Society for Testing of Materials (ASTM) standards.
- g. Excavated soil materials and break concrete sidewalk shall be used as backfill on the proposed rcp line. Demolished/breaked concrete materials shall be removed and hauled out from the site prior to grading.
- h. Grading shall expose the previously laid out base course. Said base course shall be recompacted according to ASTM standards. I
- i. Construct drainage line, concrete sidewalk and curb according to plans and specifications.
- j. Prior to concreting works, base course according to ASTM standards and secure concrete pouring clearance/permit from the AFPRSBS Engineer.
- k. For concreting works, concrete samples shall be tested with the presence of AFPRSBS' engineers.

- l. Upon completion of the project, the Contractor shall provide an as-built plan as well as corresponding electronic file of the same.
- m. The Contractor shall clear the site from waste materials or any form of garbage and unsuitable materials/soil.
- n. Prior to demobilization, the Contractor shall secure clearance from the Procuring Entity.



SPECIFICATIONS

PROCUREMENT OF A CONTRACT FOR THE INSTALLATION OF DRAINAGE LINE AT BLOCK 15 LOTS 19 TO 20 AND LOT 23, RIVIERA RESIDENTIAL ESTATES, SILANG, CAVITE

I.0 GENERAL WORKS

1.1 Mobilization

Equipments to be mobilized/demobilized at the site shall be coordinated with the AFPRSBS Engineer for entry at the respective phases of the subdivision. For roads or any structure destroyed due to equipments the same shall be restored at the Contractor's cost.

1.2 Temporary Facilities

Bunkhouse to be provided shall have a bathroom and comfort room. The bunkhouse or temporary facilities shall be enclosed with a temporary fence such as sack or equivalent material. Location of bunkhouse shall be coordinated with the AFPRSBS Engineer.

2.0 DEMOLITION, EXCAVATION AND BACKFILLING FOR MISCELLANEOUS DRAINAGE STRUCTURES

2.1 Excavation

2.1.1 The Contractor shall perform demolition, excavation of every description regardless of the character of the material encountered, within the limit of the work and according to the plans and existing drainage elevations.

2.1.2 Fill materials suitable for backfilling shall be stored at sufficient distance from the banks or trenches to prevent slides or cave-in.

2.2 Backfilling

At drainage structure all forms, trash and debris shall be removed prior to backfill. Suitable excavated soil shall be used for backfilling works. Approved backfill materials shall be placed symmetrically on all sides in 228 mm loose depth maximum layers. Each layer shall be moistened, if necessary, and compacted with mechanical or hand tampers, care being taken not to injure the structure by excessive tamping.

Excess materials for backfilling shall be hauled out from the site.

3.0 REINFORCED CONCRETE PIPES

- 3.1 Reinforced Concrete Pipes (RCP) shall be as indicated in the plans and conformed to the Standards set by the Department of Public Works & Highways of the Philippines.
- 3.2 Slope of new RCP or drainage pipes/lines shall not be less than 1.5% or as site conditions permit.

4.0 CONCRETING WORKS

This work shall consist of the construction of concrete sidewalk and capping of RCP joints.

4.1 Portland Cement

Portland cement shall conform to the ASTM standard.

4.2 Aggregates

4.2.1 Fine Aggregates

Fine aggregates shall consist of natural sand, stone screenings or other inert materials with similar characteristics, or combination thereof, having hard, strong and durable particles approved by the AFPRSBS Engineer. Fine aggregate from different sources of supply shall not be mixed or stored in the same pile nor used alternately in the same class of concrete without the approval of the AFPRSBS Engineer.

It shall contain more than three (3) mass percent of materials passing the 0.075mm (No.200 sieve) by washing nor more than one (1) percent each of clay lump or shale. If the fine aggregates are subjected to five (5) cycles of the sodium sulfate soundness test, the weighted loss shall not exceed ten (10) mass percent.

The fine aggregates shall be free from injurious amounts of organic impurities, well-graded and conform to ASTM Standards as specified in Table 1 below:

TABLE 1**GRADING REQUIREMENT FOR FINE AGREGATES**

Sieve Designation	Mass Percent Passing
9.5mm (3/8in.)	100
4.75mm (No.4)	95 – 100
1.18mm (No.16)	45 – 80
0.300mm (No.50)	5 – 30
0.150mm (No.100)	0 – 10

4.2.2 Coarse Aggregates

Coarse aggregates shall consist of crushed stones, gravel, blast furnace slag, or other approved inert materials of similar characteristics, or combination thereof, having hard, strong, durable pieces and free from any adherent coatings.

It shall contain not more than one (1) mass percent of material passing the 0.075mm (No.200) sieve, not more than 0.25 mass percent of clay lumps, nor more than 3.5 mass percent of soft fragments.

If the coarse aggregates are subjected to five (5) cycles of the sodium sulfate soundness test, the weight loss shall not exceed 12 mass percent. It shall have a mass percent of wear not exceeding 40 when tested by AASHTO T96. If slug is used, its density shall be less than 1120 kg/cubic meter. Only one grading specifications shall be used from any one source. The gradation of the course aggregate shall conform to ASTM Standards as specified in Table 2 below:

TABLE 2**GRADING REQUIREMENTS FOR COARSE AGGREGATE**

Sieve Designation		Mass Percent Passing		
Standard (mm)	Alternate U.S. Standard	Grading A	Grading B	Grading C
75.0	3 in.	100	-	-
63.0	2.5 in.	90 – 100	100	100
50.0	2 in.	-	90 – 100	95 – 100
37.5	1.5 in.	25 – 60	35 – 70	-
25.0	1 in.	-	0 – 151	35 – 70
19.0	0.75 in.	0 – 10	-	-
12.5	0.5 in.	0 – 5	0 – 5	10 – 30
4.75	No. 4	-	-	0 – 5

4.3 Water

The water must be fresh, clean and free from any deleterious materials such as oil, grease and the like.

4.4 Execution

Proportioning, consistency and mixing of concrete shall conform to the requirements stipulated in the Specifications and Plans. Concrete mix shall be Class "A" or 1:2:4 mixture. Contractor shall use concrete mixer (1 or 2 bagger). Cylinder samples of concrete mix (ASTM Standards) shall be prepared for compression test of concrete. Allowable strength of concrete shall not be less than 2,500 psi for concrete sidewalk.

5.0 STEEL WORKS

5.1 Reinforcing Steel Bars

Reinforcing steel bars shall conform to the requirements stipulated in the Specifications and Plans. Grade 33 deformed reinforcing steel bars shall be used.

For steel grating, use Grade 40 flat steel bar.

6.0 SAFETY

Install warning devise and signs for excavation works, open manholes or at areas in the site which may cause accident to traffic and pedestrians.



BILL OF QUANTITIES

**PROCUREMENT OF A CONTRACT FOR THE INSTALLATION OF
DRAINAGE LINE AT BLOCK 15 LOTS 19 TO 20 AND LOT 23,
RIVIERA RESIDENTIAL ESTATES, SILANG, CAVITE**

Item	Description	Qty	Unit	Unit cost	Amount
I.	Mobilization/Demobilization	1	Lot		
II.	Bonds	1	Lot		
III.	Demolition / Removal of Existing Concrete Sidewalk, Curb and Gutter	1	Lot		
IV.	Earthworks				
	Excavation	23	m3		
	Backfilling	16	m3		
	Gravel Bedding	2.5	m3		
	TOTAL				
V.	Installation of RCP(0.300m dia.)	50	l.m.		
VI.	Drainage Manhole with Cover (1mx1mx1m)	2	sets		
VII.	Concrete Sidewalk	5	m3		
VIII.	Concrete Curb & Gutter	50	l.m.		
	TOTAL				
A	Total Cost of Materials				
	Mobilization/Demobilization	1	lot		
	Bonds	1	lot		
	Earthworks				
	Demolition / Removal of Existing Concrete Sidewalk, Curb and Gutter	1	lot		
B	Total Direct Cost				
C	OH, Misc.				
D	Profit				
E	Total Project Cost				
F	VAT (12%)				
G	Grand Project Cost				