



REQUEST FOR PROPOSAL

Date: 23 November 2023

Reference: **RFP CO-23-050SVP**

1. The **Philippine Institute of Traditional and Alternative Health Care (PITAHC)** through its **Bids and Awards Committee (BAC)** invites interested bidders to submit a proposal for the procurement of the item stated below with the total Approved Budget for the Contract (ABC) amounting to **One Hundred Fifty Thousand Pesos (PhP150,000.00) inclusive of VAT and other applicable taxes:**

2.

PITAHC 2023 APP Ref	PR Number	Item Description
5060404099	CVHPP 2023-10-048	CONSTRUCTION OF SOLAR PERIMETER LIGHT OF PITAHC-CVHPP (See Scope of Work for detailed requirements)

3. Procurement shall be conducted through Small Value Procurement under Section 53.9 - Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act".
4. The proposal must be duly signed by the bidder and must be submitted to the BAC Secretariat, PITAHC Building, Matapang St., East Avenue Medical Center Compound, Barangay Central, Quezon City or sent thru fax at (02) 8376-3067 or email at bac@pitahc.gov.ph. The proposal shall be received until **7 December 2023, 11:59PM.**
5. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
 - a. Valid and current Mayor's/Business Permit
 - b. Notarized Omnibus Sworn Statement by the prospective bidder in the new prescribed form as per GPPB Resolution No. 16-2020
 - c. PHILGEPS Registration Number (to be indicated in the Price Proposal Form)
 - d. PCAB License
6. PITAHC reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. PITAHC further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
7. For any clarification, you may contact Mr. **Louie Sibug** at telephone no. (02) 8376-3067

(Sgd.)

ATTY. CARMENCITA D. CASTRO-SANTOS
Chairperson, PITAHC BAC



TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Delivery Schedule: **Sixty (60) calendar days upon receipt of Notice to Proceed**
3. Delivery Site: **PITAHC Cagayan Valley Herbal Processing Plant, Regional Government Center, Carig, Tuguegarao City.**
4. Payment Term: **Request of Advance Payment, Progress Payment, and Payment in Full shall be subject to the GPPB Guidelines and COA issuances.**
5. Price proposal must be valid for a period of **thirty (30) calendar days** from the date of submission.
6. Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
7. Proposals exceeding the ABC shall be automatically rejected.
8. As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, **bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC**, if applicable.
9. The **award of contract** shall be made to the single or lowest calculated and responsive proposal, which complied with the minimum technical specifications and other terms and conditions stated herein.
10. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of his/her duly authorized representative/s.
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. PITAHC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open.



PRICE PROPOSAL FORM

Date: _____

The Bids and Awards Committee

PITAHC Building, Matapang Street, East Avenue Medical Center Compound,
Barangay Central Quezon City

Sir/Madam:

After having carefully read and accepted the Terms and Conditions, Scope of Work and Specifications, I/we submit our proposal for the project as follows:

Item Description	Total Price (VAT exclusive) (in PhP)	Total Price (VAT inclusive) (in PhP)
CONSTRUCTION OF SOLAR PERIMETER LIGHT OF PITAHC-CVHPP		

Amount in Words:_____

The above-quoted price is inclusive of **all costs** and applicable taxes.

Very truly yours,

Signature : _____

Printed Name : _____

Date : _____

Company Name : _____

Contact Number : _____

PHILGEPS Registration Number: _____



SCOPE OF WORKS AND SPECIFICATIONS

I. GENERAL WORKS

A. SUMMARY OF WORKS

Furnish all work permits for the construction, labor, materials, tools, and equipment to complete the structural, electrical, plumbing, and mechanical works for the **CONSTRUCTION OF SOLAR PERIMETER LIGHT OF PITAHC-CVHPP TUGUEGARAO** located at the Regional Government Center, Carig Sur, Tuguegarao City.

The Project covers the following works:

1. ELECTRICAL WORKS;

B. WORKMANSHIP

1. The work force shall consist of skilled and competent workers who regularly engage or specialize in their respective fields of work.
2. Workmanship at all phases of work shall be of the very best of trade.
3. Constant coordination with the CV-CHD2 Project In-charge shall be ensured.

C. INSPECTION OF SITE

1. As part of the procurement requirement, the prospective Contractor shall conduct an initial site inspection to secure a Certificate of Site Inspection, which shall be issued by the CV-CHD2 Project In-charge and shall be submitted as part of the technical proposal.
2. The prospective Contractor shall inspect the site premises to consider all the conditions that may directly or indirectly affect the works, measure any existing work, and verify all given dimensions.

D. PROTECTION OF WORK AND PROPERTY

The Contractor shall protect the work and property by:

1. Providing watchmen to guard the site and its premises throughout the duration of the project including during work suspension or time extensions;
2. Providing site protections, board up, and signs for the construction;
3. Replacing the work damaged due to failure to provide protection, without cost to PITAHC;
4. Leaving the premises clean, neat and orderly, and removing stains, spots, blemishes and other dirt from the finished work;
5. For the storage of materials:
 - a. All tools and materials shall be stacked in a stable and self-supporting manner. All nails and sharp objects shall be removed on all reusable lumber before storage;
 - b. Concrete blocks shall be stacked in tiers on solid, level surfaces not higher than 6 feet;
 - c. Reinforcing steel shall be stored in orderly piles away from walkways and roadways; and
 - d. Empty cement and lime bags and other dust-producing materials shall be removed from the project site as directed by PITAHC;
6. All access ways including stairways and passageways shall be kept free from obstructions and construction materials at all times;
7. Take due care to protect the existing structures which may be affected by the work to be implemented; and



8. The Contractor shall thoroughly clean the project site including all areas disturbed by construction activities.

E. SAFETY REQUIREMENTS

In order to ensure the safety of its personnel, the Contractor shall:

1. Ensure that the standard safety procedures, minimum public health standards prescribed by the Department of Health (DOH), and such related protocols or guidelines issued by the appropriate government agencies shall be applied and complied with;
2. Ensure that the workers are in proper safety attire/uniform; and
3. Ensure that first aid kits are available at the site.

F. PROHIBITIONS

The following are prohibited acts inside the PITAHC building, premises, work and storage areas for the duration of the project:

1. Smoking, drinking alcoholic beverages; Using illegal drugs and other prohibited substances;
2. Gambling of any type;
5. Carrying items determined by PITAHC as “deadly instruments”.; and
6. Sleeping in the project site;

G. PROJECT COORDINATION AND SUPERVISION

The Contractor is responsible for:

1. Coordinating the various parts of the trades of work including the approved subcontracted work; and
2. Employing competent professionals and laborers to oversee the construction work.

H. SUBMITTALS

The Contractor shall be required to:

1. Submit a list of materials and finishes sample;
2. Provide the schedule of submittals (weekly accomplishment report, shop drawings, etc.) for review and/or approval by the CV-CHD 02 Project In-charge;
3. Submit the following for approval by the CV-CHD 02 Project In-charge:
 - a. Materials for installation;
 - b. Shop drawings for all work requiring fabrication;
 - c. Mock-ups of fabricated items; and
 - d. Materials/finishing samples specified with corresponding information as to the color, size, make and other pertinent data as outlined in the Technical Specifications. Materials/Finishes which are not approved should not be installed.

II. CLOSE-OUT

The Contractor shall submit as-built plans signed and sealed by the concerned trade professionals in one (1) set of reproducible copy. The electronic copy of the as-built plans shall also be submitted.



III. LAYOUT, MARKINGS AND ELEVATIONS

The Contractor shall:

1. Indicate the layout of electrical connections; and
2. Establish pedestal elevations with corresponding markings for approval by the CV-CHD 02 Project In-charge before any permanent structure is constructed.

IV. ELECTRICAL WORKS

The work under this item consists of furnishing all labor, materials, equipment, fittings and accessories, tools and all services necessary for the complete, and make ready for operation, the Electrical power and Lighting system, described below and/or indicated in the electrical plans, all in accordance with the Electrical Plans and specified here in specifications.

1. All electrical works shall be done in accordance with the provision of the latest edition of the Philippine Electrical Code applicable ordinances of the local government and the requirements of the local power and telephone companies.
2. All electrical works shall be done under the direct and immediate supervision of a duly licensed electrical engineer or registered master electrician.
3. All materials shall be new and of the approved type for the location and purpose.
4. Standard type of accessories, splicing devices, termination and other appurtenances for the entire electrical installation shall be used. Pull box of proper sizes and dimensions shall be provided although not indicated in the plan.
5. Furnishing and Installation of complete sets of integrated Solar Street light built in 120 Watts, 12 hrs operation night time with remote control as indicated in the plan.
6. Furnishing of pedestal with prefabricated galvanized iron post with height of 3 meters.
7. Conduct testing and commissioning of Solar Street Lights.

V. CONSTRUCTION CLEARANCES

The Contractor shall secure from the CV-CHD 02 Project In-charge the following clearances prior to commencing the requisite work:

1. Electrical fixture, device, equipment installation clearance – verification of location, adherence to design specifications of electrical roughing-ins;



PROGRAM OF WORK/PROJECT COST

ITEM	DESCRIPTION	COST
I	GENERAL REQUIREMENTS	
II	ELECTRICAL WORKS	
III	MOUNTING KITS	
	TOTAL DIRECT COST:	

BREAKDOWN EXPENDITURE	
Labor	
Materials	
Mobilization/Demobilization	
TOTAL DIRECT COST:	
MARK-UP:	
VAT:	
TOTAL COST	
BREAKDOWN EXPENDITURE SUMMARY	
A. TOTAL DIRECT COST	
B. TOTAL MARK-UP	
C. VAT	
D. TOTAL COST (A+B+C)	

Name of the Authorized Representative
And signature

Name of Company

Date



BILL OF QUANTITIES

Name of Project : CONSTRUCTION OF SOLAR PERIMETER LIGHT OF PITAHC-CVHPP

Location : REGIONAL GOVERNMENT CENTER, CARIG SUR, TUGUEGARAO CITY, CAGAYAN

Item No.	DESCRIPTION	QTY	UNIT	MATERIALS	LABOR	UNIT COST	DIRECT COST
(1)	(2)	(3)	(4)				(5)
I	GENERAL REQUIREMENTS						
	Mobilization/Hauling/Construction Safety And Health Training(PPE's)	1.00	lot				
	Test and Commissioning	1.00	lot				
	SUB-TOTAL						
II	ELECTRICAL WORKS						
i	ELECTRICAL EQUIPMENTS						
	Integrated Solar Street light built in 120 watts, 12 hrs operation night time.W/ remote control	7.00	Sys.				
	SUB-TOTAL						
III.	MOUNTING KITS						
	Galvanized Post 3 meters	7.00	pc/s				
	Mounting kits/Arm/bolts and nuts	7.00	set/s				
	Post Pedestal Sets						
	12 mm x 6.0 m RSB	10.00	pc/s				
	10 mm x 6.0 m RSB	10.00	pc/s				
	gravel	1.50	cu m				
	sand	1.50	cu m				
	plywood	3.00	pc/s				
	cement	10.00	pc/s				
	Micellaneous (Hangar, fittings, blade, bender, disk cutter, etc..)	1.00	lot				
	SUB-TOTAL						
TOTAL DIRECT COST							Php

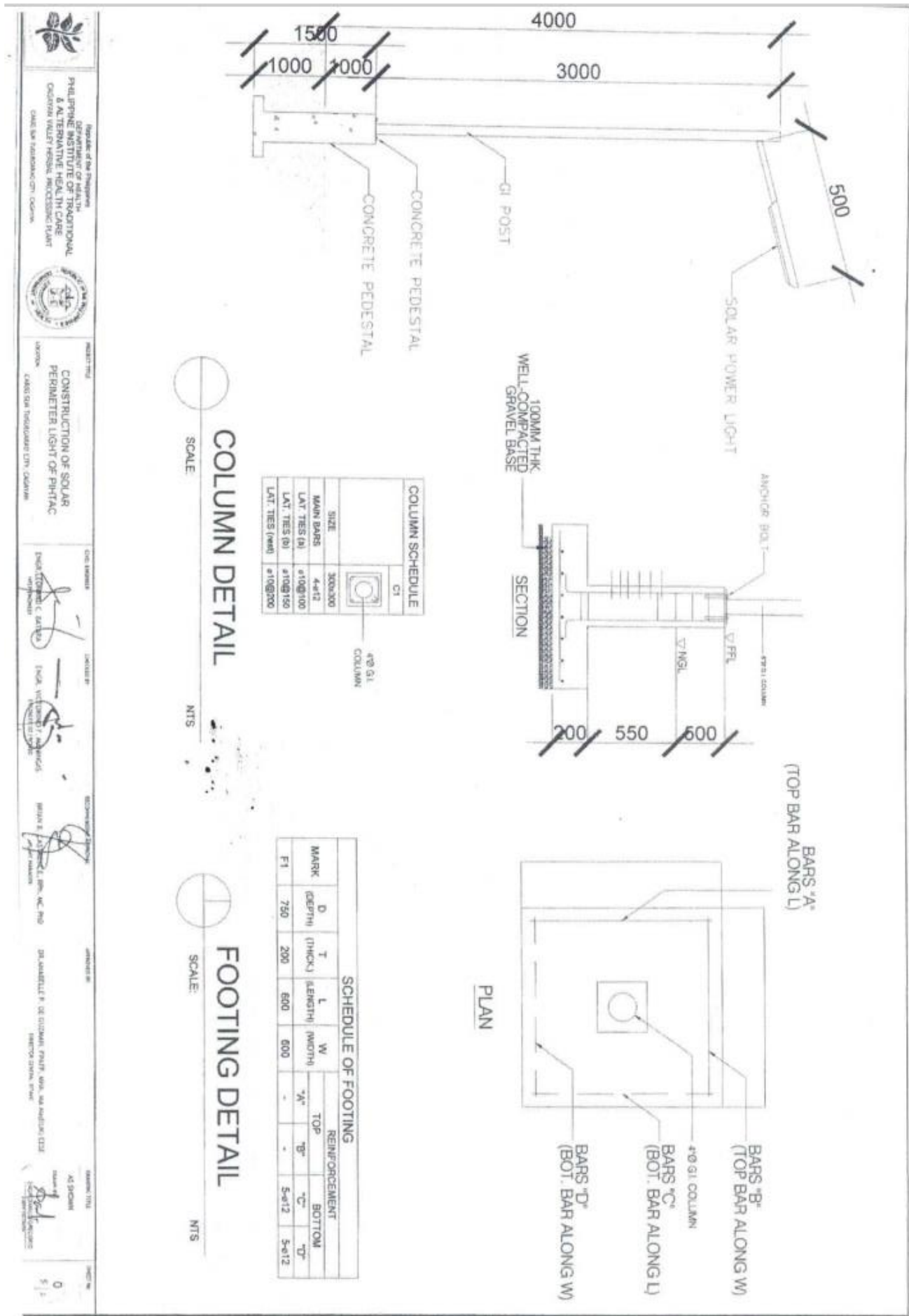
Name of the Authorized Representative
And signature

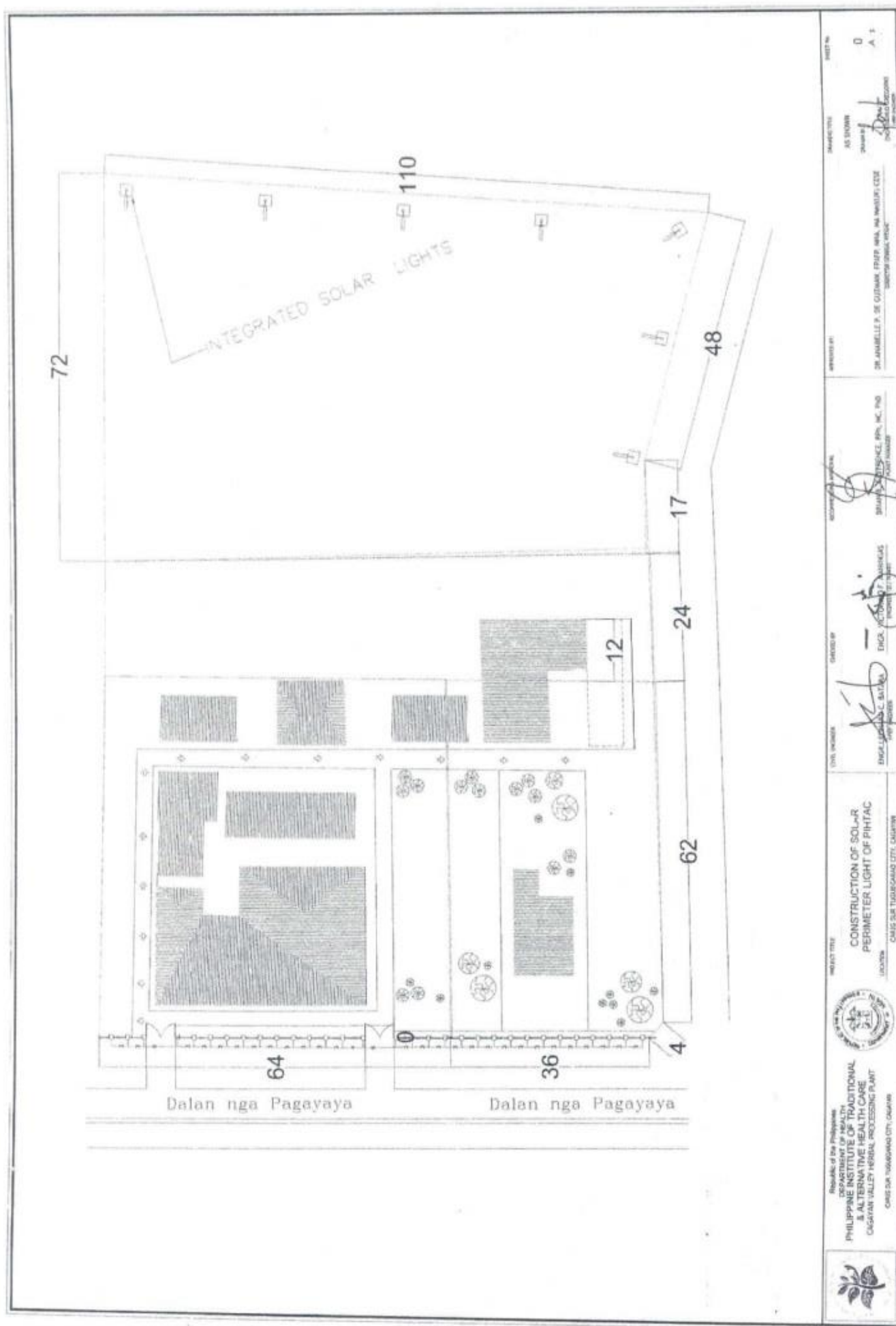
Name of Company

Date

DRAWINGS

DETAILED CONSTRUCTION PLAN
TOP VIEW PLAN







TECHNICAL SPECIFICATIONS and OTHER TERMS AND CONDITIONS COMPLIANCE

Scope of Works and Specifications	Compliance to Technical Specification (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
GENERAL WORKS	Yes ()	No ()	
• Summary of Works	Yes ()	No ()	
• Workmanship	Yes ()	No ()	
• Inspection of Site (with Certificate of Site Inspection)	Yes ()	No ()	
• Protection of Work and Property	Yes ()	No ()	
• Safety Requirements	Yes ()	No ()	
• Prohibitions	Yes ()	No ()	
• Project Coordination and Supervision	Yes ()	No ()	
• Submittals	Yes ()	No ()	
CLOSE OUT	Yes ()	No ()	
LAYOUT, MARKINGS AND ELEVATIONS	Yes ()	No ()	
ELECTRICAL WORKS	Yes ()	No ()	
CONSTRUCTION CLEARANCES	Yes ()	No ()	
<i>Delivery Schedule: Sixty (60) calendar days upon receipt of Notice to Proceed</i>	Yes ()	No ()	
<i>Delivery Site: PITAHC Cagayan Valley Herbal Processing Plant, Regional Government Center, Carig, Tuguegarao City.</i>	Yes ()	No ()	
<i>Payment Term: Request of Advance Payment, Progress Payment, and Payment in Full shall be subject to the GPPB Guidelines and COA issuances.</i>	Yes ()	No ()	



<ul style="list-style-type: none">As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.	Yes ()	No ()	N/A ()
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Conforme:

Name of the Authorized Representative
And signature

Name of Company

Date