



Republic of the Philippines  
**PROVINCE OF CAMARINES NORTE**



**BIDS AND AWARDS COMMITTEE  
HOSPITAL PROCUREMENT**

**REQUEST FOR QUOTATION  
Infrastructure  
(Small Value Procurement)**

The Provincial Government of Camarines Norte (PGCN), through its Bids and Awards Committee (BAC), hereby invites all interested contractors, to quote their lowest price on the project stated below, subject to the Terms of Reference (TOR), in accordance with Section 34 RA 12009.

|                                   |                                                                               |
|-----------------------------------|-------------------------------------------------------------------------------|
| Name of Project and Location:     | <u>REPAIR/REPAINTING OF CNPH FAÇADE</u><br><u>CNPH, DAET, CAMARINES NORTE</u> |
| Contract Reference Number:        | <u>RFQ-HP-INFRA-2025-002</u>                                                  |
| Approved Budget for the Contract: | <u>P 989,469.00</u>                                                           |

**TERMS OF REFERENCE**

- I. The following documentary requirements shall be submitted together with the price quotation (**sealed in an envelope**):
  1. Valid PhilGEPS Registration Certificate-Platinum (Attach Annex "A" stating that you have a current and updated file of the following Class "A" eligibility documents under Rule VIII Sec. 52, 52.4.2, 54.2 (b).
    - a. SEC/DTI/CDA Registration Certificate
    - b. Mayor's Business permit
    - c. Tax Clearance
    - d. Philippine Contractors Accreditation Board (PCAB) license and registration
    - e. Audited Financial Statements
  2. BIR Registration Certificate
  3. Income tax Return (ITR)- (for ABC's above 500K)
  4. Omnibus Sworn Statement-(for ABC's above 50K)
  5. Affidavit of Site Inspection
  6. Name/credentials of proposed Key personnel (**Project Manager, Project Engineer, Materials Engineer, Construction Foreman and Safety Officer**)
  7. List of completed similar project within the last three (3) years with attached supporting documents
  8. List of Contractor's Equipment (**Hand tools**)  
*(The contractor's major equipment units which are owned, leased and/or under Purchase agreements must be supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor during the duration of the project, as the case may be which must meet the minimum requirements)*
  9. Quotations **not** accompanied by the documents stated shall be automatically disqualified
- II. Additional Requirements to be submitted within five (5) days from opening of sealed quotations:

1. Construction Schedule and S-Curve
2. PERT/CPM
3. Manpower Schedule
4. Equipment Utilization Schedule
5. Construction Method in Narrative Form
6. Construction Safety & Health Programs Approved by DOLE\*

*\*Copy of the CSHP received by DOLE may be initially submitted together with the NOA however, the DOLE approved CSHP must be immediately submitted upon approval.*

## II. Implementation Schedule:

The project should be completed within **Forty-Five (45) calendar days** starting from receipt of Notice to Proceed (NTP).

## III. General Conditions:

1. All quotations must be legibly written.
2. Price offers exceeding the Approved Budget for the Contract (ABC) shall be automatically disqualified.
3. Price Quotations shall be duly supported by the **bidder's detailed computation of estimated costs for each item**.
4. Total bid offers shall be inclusive of taxes such as but not limited to VAT, income tax, local tax (such as Sand & Gravel Tax, Contractor's Tax) and other levies.
5. Price quotation will be valid for sixty (60) calendar days from date of opening of sealed quotations.
6. The price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract.

## IV. Awards of Contract

All submitted quotations will be evaluated and calculated including its eligibility requirements. The BAC shall recommend to the Head of the Procuring Entity the award of contract to the contractor/supplier with the Single or Lowest Calculated Responsive Quotation, setting forth the names of those who responded to the Request for Quotations (RFQ) with an Abstract of Quotations.

## V. Performance of Security

1. To guarantee the faithful performance of the successful bidder of its obligation under the contract, it shall post a Performance Security within ten (10) calendar days from the receipt of Notice of Award (NOA), which shall answer for any liability arising from the performance of the contract.
2. The performance security shall be in the form chosen by the Procuring Entity and in the amount not less than the required percentage of the total contract price in accordance with the following schedule:

| Form of Performance Security                                                                                                                                                                                                                  | Amount of Performance Security<br>(Not less than the required percentage of the Total Contract)            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <p>(a) Cash or Cashier's/Manager's check issued by a Bank.</p> <p>For biddings conducted by LGUs, the cashier's or manager's check may be issued by or other banks certified by the BSP as authorized to issue such financial instrument.</p> | <p>Goods and Consulting Services- Five Percent (5%)</p> <p>Infrastructure Projects – Ten Percent (10%)</p> |
| <p>(b) Bank draft or guarantee or irrevocable Letter of Credit issued by a Bank. If issued by a foreign bank, it shall be confirmed or authenticated by a local bank.</p>                                                                     |                                                                                                            |
| <p>(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</p>                                                                          | <p>Thirty percent (30%)</p>                                                                                |

3. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the Contractor is in default in any of its obligations under the Contract.

#### VI. Contract Signing

1. The Provincial Government Camarines Norte shall enter into contract with the winning bidder upon posting of the required Performance Security and insurance coverage. The following documents shall form part of the contract:
  - a. Contract Agreement;
  - b. Terms of Reference;
  - c. Price Quotation Form including the detailed cost computation of estimated costs; and
  - d. Notice of Award

#### VII. Notice to Proceed (NTP)

The Provincial Government of Camarines Norte shall issue the NTP to the successful bidder upon approval of the contract by the Head of the Procuring Entity.

#### VIII. Contract Implementation:

The rules and regulations and other aspect of contract implementation shall be in accordance with Sec. 71.2, such as, but not limited to the following:

- a. Variation Order-Change Order/Extra Work Order
- b. Suspension of Work
- c. Extension of Contract Time
- d. Liquidated Damages
- e. Advance Payment
- f. Negative Slippage
- g. Progress Payments

- h. Retention Money
- i. Other aspect of contract implementation

IX. Warrant Security:

1. To guarantee that the contractor shall perform its responsibilities as prescribed in Section 90.2.3.1 of this IRR, it shall be required to post a warranty security in the form chosen by the Procuring Entity in accordance with the following schedule.

| Form of Warranty Security                                                                                                                                                                                                                                                                                                                                | Amount of Warranty Security<br>(Not less than the required percentage of the Total Contract Price) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <p>(a) Cash or Letter of Credit issued by a Bank:<br/>Provided, however, That the Letter of Credit shall be confirmed or authenticated by a local bank, if issued by a foreign bank.</p> <p>For biddings conducted by LGUs, the Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</p> | Five percent (5%)                                                                                  |
| <p>(b) Bank Guarantee confirmed by a Bank.</p> <p>For biddings conducted by LGUs, the bank draft/guarantee may be issued by other banks certified by BSP as authorized to issue such financial instrument.</p>                                                                                                                                           | Ten percent (10%)                                                                                  |
| <p>(c) Surety bond callable upon demand issued by GSIS or a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</p>                                                                                                                                                                             | Thirty percent (30%)                                                                               |

2. The warranty security shall be denominated in Philippine Pesos, remain effective for one (1) year from the date of issuance of the Certificate of Final Acceptance by the PGCN.

Funded through the **CNPH – Repair and Maintenance – Buildings and Other Structures (Annual Budget 2025)**.

Interested contractors/suppliers may obtain further information from the **Provincial Government of Camarines Norte** and inspect the Terms of Reference at the address given below from **8:00 a.m. to 5:00 p.m., Monday to Friday, except Holidays**.

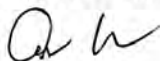
A complete set of Request for Quotation Documents may be acquired by interested contractors/suppliers on **September 16, 2025 – September 24, 2025** at the **Provincial Capitol Building, Daet, Camarines Norte** and from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)** upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos**

(P1,000.00). The Procuring Entry shall allow the contractor/suppliers to present its proof of payment for the fees in person.

All Quotations together with the required documents must be placed in a sealed envelope marked **REPAIR/REPAINTING OF CNPH FACADE, CNPH, Daet, Camarines Norte** must be duly received by the BAC Secretariat at the address below on or before **September 24, 2025 at 1:30p.m.** Late bids shall not be accepted.

Opening of sealed quotations shall be on **September 24, 2025 at 2:00p.m. onwards** at the **new BAC Conference Office, 2<sup>nd</sup> Floor, Provincial Capitol Building, Daet, Camarines Norte**. Bids will be opened in the presence of the contractors/supplier's representatives who choose to attend the activity.

For further inquiries, please coordinate with the BAC Secretariat the address below:

  
**MS. GINA B. RACELIS**  
Head, BAC Secretariat – Hospital Procurement  
BAC Office, 2<sup>nd</sup> Floor, Provincial Capitol Building  
Daet, Camarines Norte

The Provincial Government of Camarines Norte reserves the right to reject any or all price quotations, to waive any minor defects therein, to annul the bidding process, to reject all price quotations, at any time prior to contract award, thereby incurring any liability to the affected bidder(s), and to accept only the offer that is most advantageous to the government.

The PGCN assumes no responsibility whatsoever to compensate and indemnify bidders for any expenses incurred in the preparation of their price quotations.

  
**ENGR. EDEN B. BORJA, DPM**  
Provincial General Services Officer  
BAC Chairperson – Hospital Procurement

## PRICE QUOTATION

TO: **ENGR. EDEN F. BORJA, DPM**  
Provincial General Services Officer  
BAC Chairperson – Hospital Procurement

Madam:

After having fully read and accepted the Terms of Reference for the **REPAIR/REPAINTING OF CNPH FACADE, CNPH, Daet, Camarines Norte**, I hereby submit, in a sealed envelope, my price quotation, along with the required documents and detailed computation of estimated costs.

| Item No.  | Item Description/ Specifications/Scope of Work | Quantity | Unit | Unit Price | Amount |
|-----------|------------------------------------------------|----------|------|------------|--------|
| I         | REPAINTING                                     | 766.95.  | Sq.m |            |        |
| II        | CEILING & WALL CLADDING                        | 89.28    | Sq.m |            |        |
| III       | DOUBLE GLAZING GLASS                           | 450.00   | Sq.m |            |        |
|           | <b>TOTAL</b>                                   |          |      |            |        |
| In words: |                                                |          |      |            |        |

If our bid is accepted, we undertake to provide the required performance security.

We agree to abide by this bid for the bid validity period of one hundred twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your Notice of Award (NOA) shall be binding upon us.

We understand that you are not bound to accept the lowest or any bid you may receive.

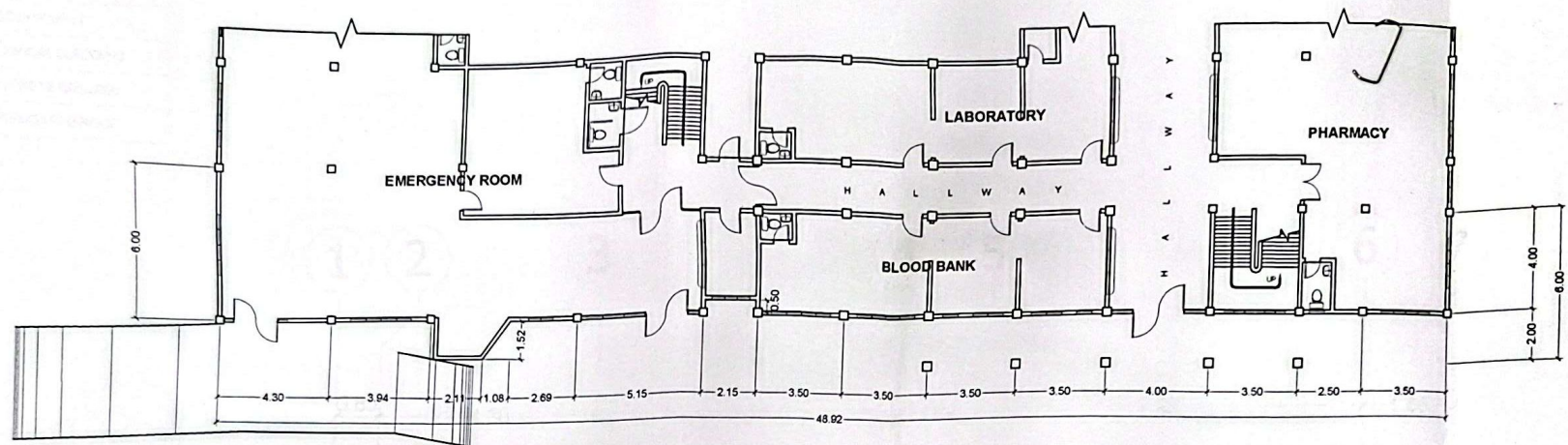
\_\_\_\_\_  
Name of Firm/Offeror

\_\_\_\_\_  
Printed Name and Signature of Representative

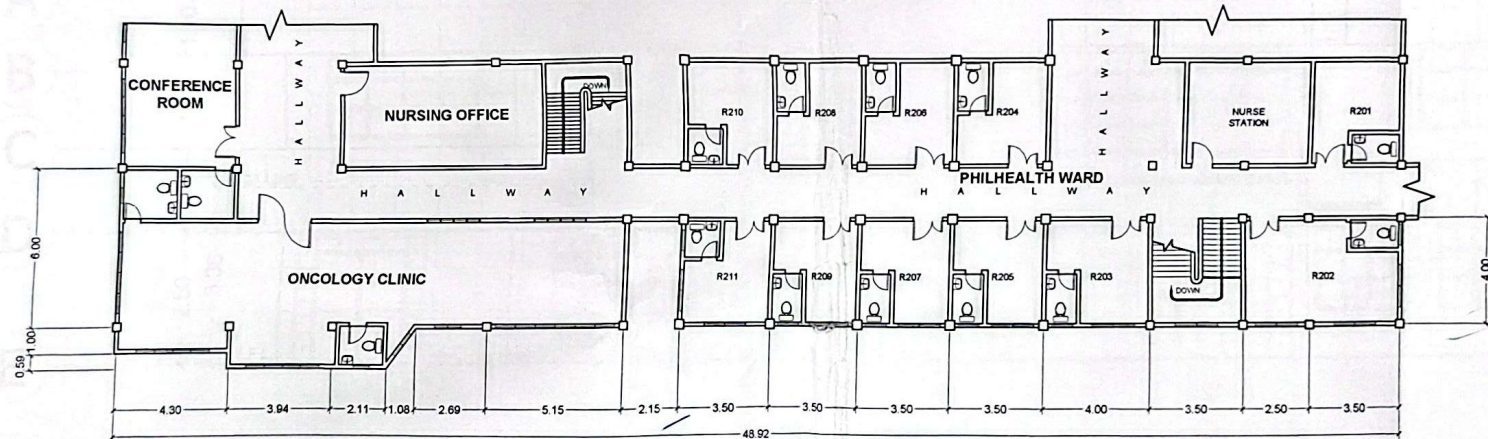
\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone No./Cellphone No./E-mail Address

\_\_\_\_\_  
Date



**1**  
**A1** **GROUND FLOOR PLAN**  
SCALE 1:200M



**2**  
**A1** **SECOND FLOOR PLAN**  
SCALE 1:200M



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF CAMARINES NORTE  
CAMARINES NORTE PROVINCIAL HOSPITAL  
HEALTH FACILITY MANAGEMENT UNIT  
DAET, CAMARINES NORTE

PROJECT NAME/LOCATION  
**REPAIR/ REPAINTING OF CNPH  
FACADE**  
CNPH COMPOUND, BRGY V, BAGASBAS ROAD, DAET, CAMARINES NORTE

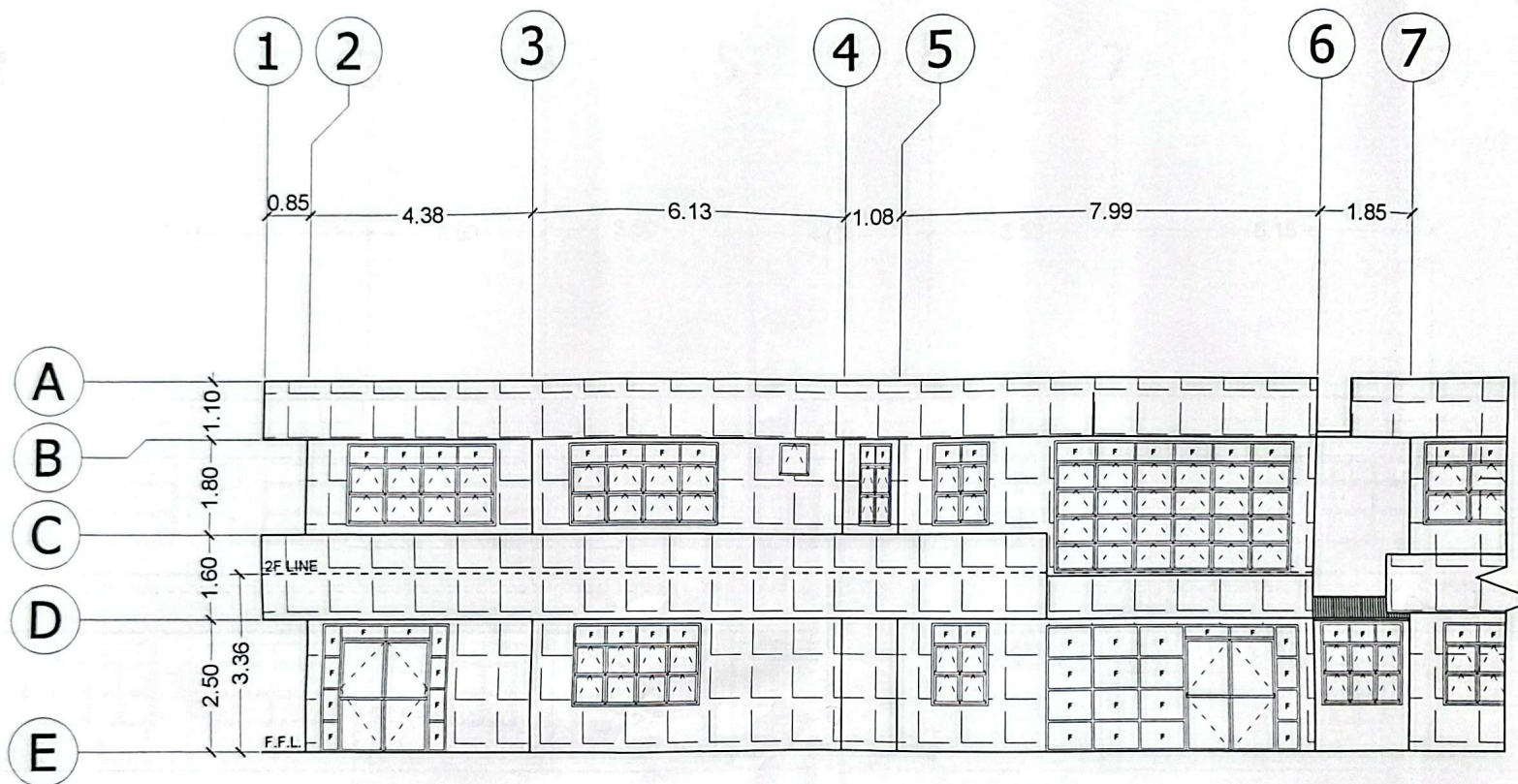
CHECKED & SUBMITTED BY  
*Agnes F. Villaluz*  
AGNES F. VILLALUZ, RCE, MHCA  
ENGINEER IN CHARGE, HEALTH FACILITY MANAGEMENT UNIT  
CADD BY: DOMINADOR A. ESTACION

RECOMMENDING APPROVAL  
*Maria Victoria M. Murillo-de Vera*  
MARIA VICTORIA M. MURILLO-DE VERA, MD, MHCA  
MEDICAL SPECIALIST II (ACTING COM/ACTING PHO)

APPROVED  
*Ricardito R. Padilla*  
RICARDO R. PADILLA  
GOVERNOR

SHEET NO.  
**A1**  
**1 4**

| LEGEND                                                                            |                   |
|-----------------------------------------------------------------------------------|-------------------|
|  | MASONRY WALL      |
|  | ALUMINUM CLADDING |
|  | CONCRETE COLUMN   |
|  | CORRUGATED ROOF   |



|       |                        |
|-------|------------------------|
| 1     | EMERGENCY ROOM         |
| A2    | <b>FRONT ELEVATION</b> |
| SCALE | 1:100M                 |



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF CAMARINES NORTE  
CAMARINES NORTE PROVINCIAL HOSPITAL  
HEALTH FACILITY MANAGEMENT UNIT  
DAET, CAMARINES NORTE

PROJECT NAME/LOCATION  
**REPAIR/ REPAINTING OF CNPH  
FACADE**  
CNPH COMPOUND, BRGY V. BAGASBAS ROAD, DAET, CAMARINES NORTE

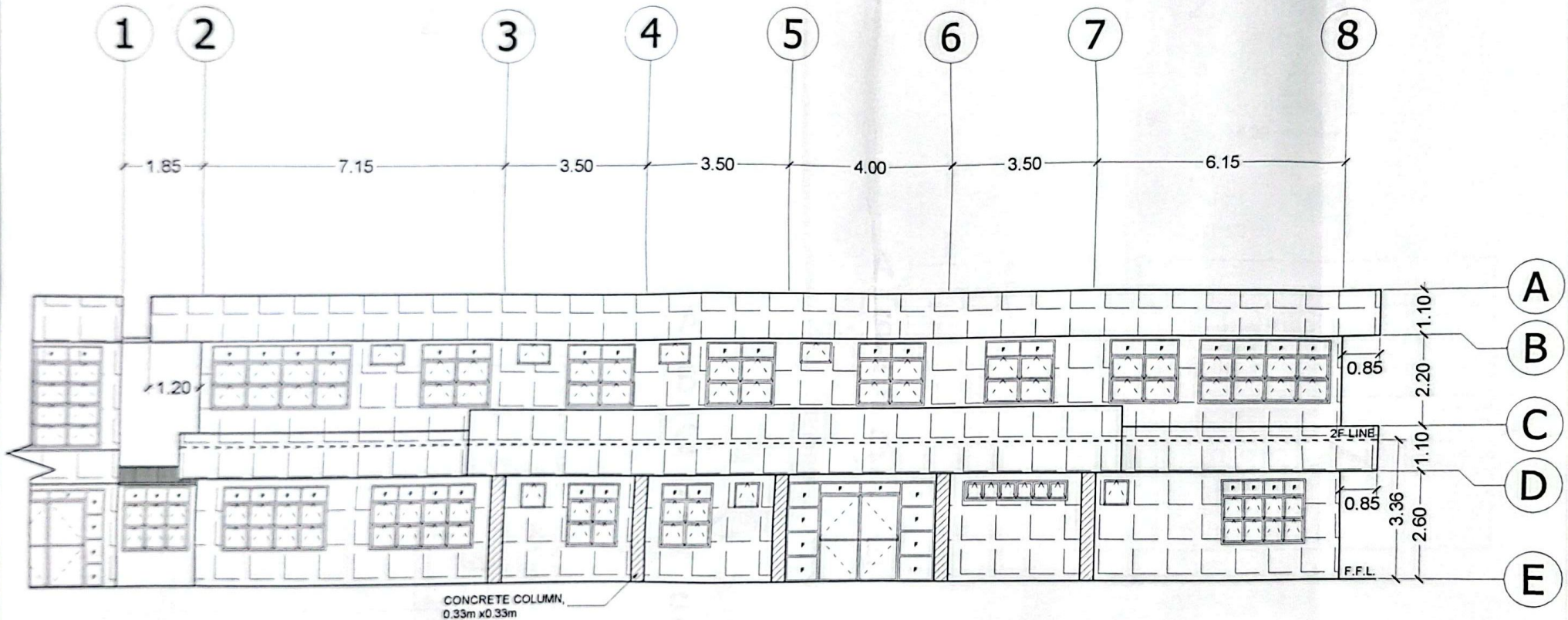
CHECKED & SUBMITTED BY  
*Agnes F. Villaluz*  
AGNES F. VILLALUZ, RCE, MHCA  
ENGINEER III/HEAD, HEALTH FACILITY MGT. UNIT  
CADD BY: DOMINADOR A. ESTACION

RECOMMENDING APPROVAL  
*Maria Victoria M. Murillo-de Vera*  
MARIA VICTORIA M. MURILLO-DE VERA, MD, MHCA  
MEDICAL SPECIALIST III/ACTING CHIEF OF PHO I

APPROVED  
*Ricarte R. Padilla*  
RICARTE R. PADILLA  
GOVERNOR

SHEET NO  
A2  
2 4

| LEGEND |                   |
|--------|-------------------|
|        | MASONRY WALL      |
|        | ALUMINUM CLADDING |
|        | CONCRETE COLUMN   |
|        | CORRUGATED ROOF   |



|               |                                      |
|---------------|--------------------------------------|
| 1<br>A3       | LABORATORY - PHARMACY - PHLEATH WARD |
|               | <b>FRONT ELEVATION</b>               |
| SCALE: 1:100M |                                      |



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF HEALTH  
CAMARINES NORTE PROVINCIAL HOSPITAL  
HEALTH FACILITY MANAGEMENT UNIT  
(SITIO CAMARINES NORTE)

PROJECT NAME/LOCATION  
**REPAIR/ REPAINTING OF CNPH  
FACADE**  
CNPH COMPOUND, BRGY V. BAGASSAS ROAD, DAET, CAMARINES NORTE

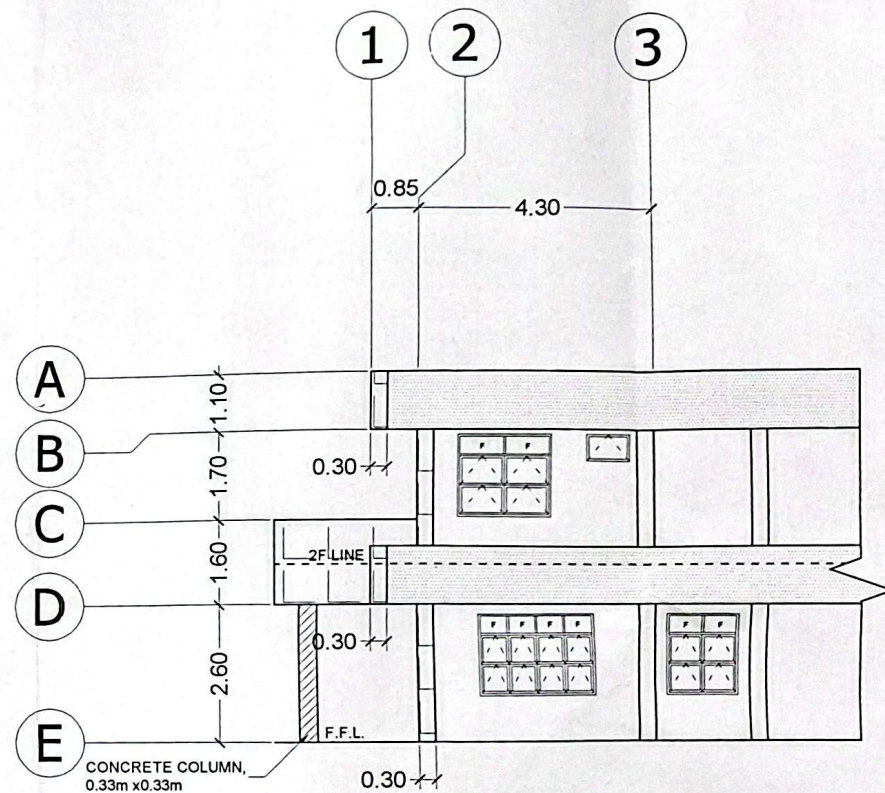
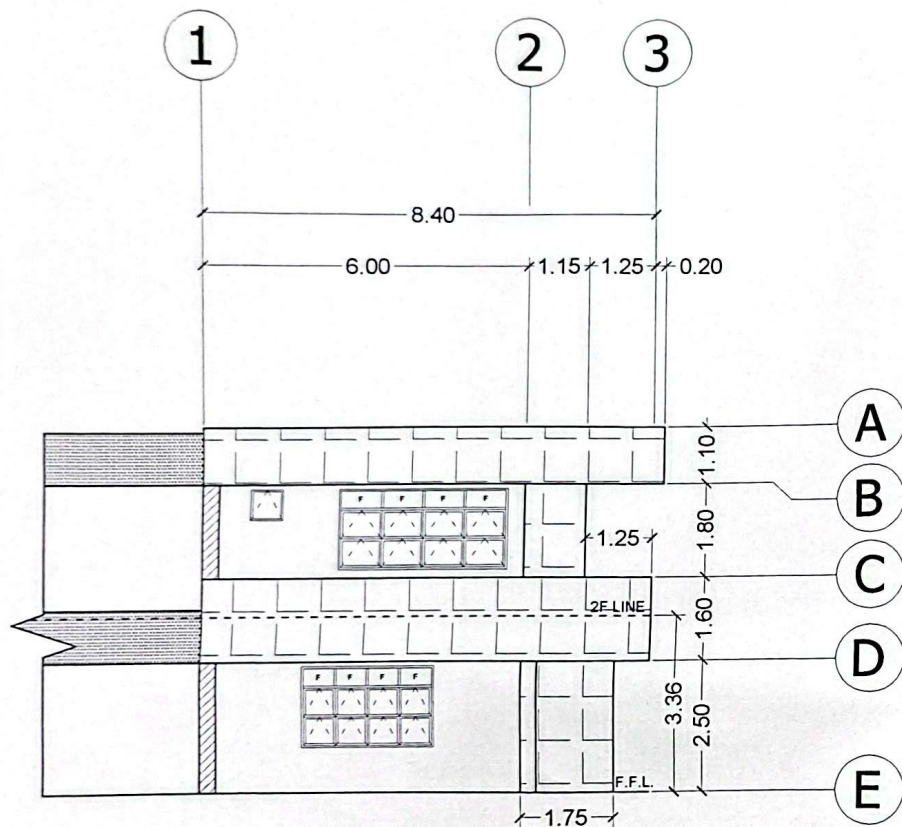
CHECKED & SUBMITTED BY  
*[Signature]*  
**AGNES F. VILLALUZ, RCE, MHCA**  
ENGINEER IN CHARGE, HEALTH FACILITY MGMT UNIT  
CADD BY: DOMINADOR A. ESTACION

RECOMMENDING APPROVAL  
*[Signature]*  
**MARIA VICTORIA M. MURILLO-DE VERA, MD, MHCA**  
MEDICAL SPECIALIST IN ACTING CHARGES PHO

APPROVED  
*[Signature]*  
**RICARTE R. PADILLA**  
GOVERNOR

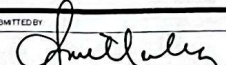
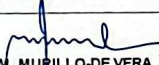
SHEET NO.  
**A3**  
3 4

| LEGEND                                                                            |                   |
|-----------------------------------------------------------------------------------|-------------------|
|  | MASONRY WALL      |
|  | ALUMINUM CLADDING |
|  | CONCRETE COLUMN   |
|  | CORRUGATED ROOF   |



|       |                |
|-------|----------------|
| 1     | EMERGENCY ROOM |
| A4    | LEFT ELEVATION |
| SCALE | 1 : 100M       |

|       |                                         |
|-------|-----------------------------------------|
| 2     | LABORATORY - PHARMACY - PHILHEALTH WARD |
| A4    | RIGHT ELEVATION                         |
| SCALE | 1 : 100M                                |

|                                                                                     |                                                                                                                                                                      |                                                                     |                                                                                                                                                                                                                                          |                                                                                                                                                                                                                 |                                                                                                                                            |                                 |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
|  | REPUBLIC OF THE PHILIPPINES<br>PROVINCE OF CAMARINES NORTE<br><b>CAMARINES NORTE PROVINCIAL HOSPITAL</b><br>HEALTH FACILITY MANAGEMENT UNIT<br>DAET, CAMARINES NORTE | PROJECT NAME / LOCATION<br><b>REPAIR/ REPAINTING OF CNPH FACADE</b> | CHECKED & SUBMITTED BY<br><br><b>AGNES F. VILLALUZ, RCE, MHC</b><br>ENGINEER III / HEAD, HEALTH FACILITY MGMT UNIT<br>CADD BY: DOMINADOR A. ESTACION | RECOMMENDING APPROVAL<br><br><b>MARIA VICTORIA M. MURILLO-DE VERA, MD, MHC</b><br>MEDICAL SPECIALIST / ACTING CHIEF OF PHO | APPROVED<br><br><b>RICARTE R. PADILLA</b><br>GOVERNOR | SHEET NO.<br><b>A4</b><br>4 / 4 |
|                                                                                     |                                                                                                                                                                      | CNPH COMPOUND, BRGY V. BAGASBAS ROAD, DAET, CAMARINES NORTE         |                                                                                                                                                                                                                                          |                                                                                                                                                                                                                 |                                                                                                                                            |                                 |