

REQUEST FOR QUOTATION

REFERENCE NO.: MR20-03-029

We are inviting all interested contractors/suppliers to submit their best quotation for the **PROCUREMENT FOR THE SUPPLY OF LABOR AND TOOLS FOR THE QUARTERLY CLEARING, GRUBBING AND MAINTENANCE OF THE 12,687 SQ.M. LAND, NDC PROPERTY LOCATED AT PRES. D. MACAPAGAL BLVD. COR SEASIDE BLVD., BLOCK D, PASAY CITY.**

I. OVERVIEW

The National Development Company (NDC) requires the procurement for the Supply of labor and tools for the quarterly clearing, grubbing and maintenance of the 12,687 sq.m. land, NDC property located at Pres. D. Macapagal Blvd. cor Seaside Blvd., Block D, Pasay City (the "Project") as part of the maintenance and safety procedure for the property to prevent incidents such as fire and the like.

II. MOBILIZATION & DEMOBILIZATION

- A. Mobilization and demobilization of equipment, machineries, personnel, tools, facilities and others necessary for the completion of works to the job site.
- B. Permits and licenses application as applicable.

III. SCOPE OF WORK

- A. Clearing and grubbing of the lot area shall consist of the removal and uprooting of all tagged tress, stumps, roots, logs, shrubs, grass, weeds, fallen timber and other surface litter.
- B. Disposal of debris shall be on-site. Proper stockpiling, segregation and disposal on-site of debris shall be observed.
- C. Burning of debris will not be allowed and will be strictly prohibited.
- D. Area must be clean upon completion of works

IV. OTHER TERMS

- A. The Contractor shall install board-ups and signages as required or as necessary.
- B. The Contractor shall be responsible to restore any damage/s to NDC or any other properties incurred during work.
- C. The Contractor shall maintain the cleanliness of the job site surroundings before, during and after undertaking the works.
- D. The Contractor shall provide all necessary labor, equipment, tools, machines, materials, and other consumables to complete the works.
- E. The Contractor shall maintain properties, structures and trees that are determined and tagged by NDC to be retained.
- F. All permits required for the work shall be the responsibility of the Contractor.

V. MINIMUM REQUIREMENTS

Labor and Tools

Description		Qty	Unit
A	Labor		
1	Leadman	1	Man
2	Labor / Helper	10	Man
B	Tools		
1	Grass-cutter	3	sets
2	Steel bolo / Axe	7	units
3	Rake	5	units
4	Other tools deemed as necessary/needed		

Use of machinery or other equipment are allowed provided that there will be NO COST IMPLICATION to NDC. Permits necessary to operate the said machineries/equipment shall be the sole responsibility of the Contractor.

Approved Budget : ₱ 800,000.00 (Inclusive of all applicable taxes)

Submission of Quotation and Eligibility Requirements : March 18, 2020

Mode of Procurement : Small Value Procurement

Eligibility Requirements :

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Certificate (certified true copy) or PhilGEPS Registration Number
3. 2018 Income Tax Return or Latest Business Tax Return (certified true copy)
4. Omnibus Sworn Statement (Notarized)

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

BIDS AND AWARDS COMMITTEE
National Development Company
7/F NDC Building, 116 Tordesillas St.
Salcedo Village, Makati City
Fax: 840-4862
Attention: BAC Secretariat

Reference Number: MR20-03-029

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. The terms of payment and duration shall be as follows:

Item	Deliverable	Duration (at max no. of days)	%Amount from Contract
1	First Quarter	15	25%
2	Second Quarter	15	25%
3	Third Quarter	15	25%
4	Fourth Quarter	15	25%

2. Delivery Period – The Project shall commence at maximum of fifteen (15) calendar days for every quarter over a one (1) year period.

(Sgd.)

AGM SATURNINO H. MEJIA

Chairperson, Bids and Awards Committee