



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 : **16 July 2024**
Project Title : **Supply and Installation of Bidet with Sprayer at PNOC Building 6**
Reference No. : **2024-07-092**
Total ABC : **PhP 405,050.00**
Submission Deadline : **25 July 2024 / 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; Password-protected PDF copy to email address:
or 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
- 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
Schedule for site inspection: 19-July-2024 until 24-July-2024;
Contact person/s: Engr. R.C. Guevarra | Engr. V.A. Tejada
- Product/Technical Data Sheet
- Bill of Quantities (BOQ)
- Construction Methodology
- Inspection and Test Plan
- BOQ with Weighted Percentage
- Manpower Histogram
- Tools and Equipment Histogram
- Work Schedule and S-Curve
- Safety Program
- Minimum Key Personnel and Work Experience
- Completion of at least one (1) project in plumbing and sanitary work in low rise building



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 / gsmendoza@pnoc.com.ph.

Thank you.


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

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

Project: Supply and Installation of Bidet with Sprayer at PNOC Building VI

Project Location: PNOC Building VI, Energy Center, Rizal Drive, BGC, Taguig City

Justification: Improvement of comfort rooms to ensure PNOC facilities meet modern standards and to improve user comfort and accessibility for PNOC employees.

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 Supply and Installation of Bidet with Sprayer at PNOC Building VI.

1. Mobilization;
2. Supply 28 sets of bidet with sprayer.
3. Installation/ tapping of the bidet with sprayer at 28 tankless water closet distributed across the 7 floor storey building with one basement including plumbing and welding works.
4. Testing and commissioning.
5. Restoration, cleaning and demobilization.

II. LABOR REQUIREMENTS:

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

Key Personnel	General Experience
Project Engineer	Minimum 5 years professional experience as a Project Engineer
Safety Officer	Safety Officer 2
Foreman	Minimum of 3 years of being a foreman
Plumber	Minimum of 3 years of being a plumber

All key personnel of the contractor must always be present on site whenever work is being performed.

III. EQUIPMENT REQUIREMENTS:

Welding and plumbing equipment necessary to execute the work.

IV. MATERIALS REQUIREMENTS:

1. Stainless steel bidet and sprayer, with stainless steel hose, stainless steel holder, and stainless steel valve - 1/2 inch x 1/2 inch size.
2. Stainless T-Adapters

3. Stainless Nipples.
4. Plumbing tools (pipe wrenches, Teflon tape, etc.)
5. Welding equipment and materials.
6. Personal Protective Equipment (PPE) for workers

V. BILL OF QUANTITIES:

The contractor may refer to the table below for the preparation of the Bill of Quantities.

Bill of Quantities

No.	Description	Qty.	Unit	Unit Cost (PHP)	Total Cost (PHP)
I	Supply of Bidet Spray	28	set		
II	Installation of Bidet with Sprayer	1	lot		
GRAND TOTAL in PHP (Inclusive of 12% Tax)					

VI. DRAWINGS:

The contractor should refer to Annex A for the floor layout of PNOC Building VI showing locations of Comfort Rooms, actual layout of the tankless water closet, and the shop drawing of the bidet with sprayer.

VII. PROJECT EXECUTION REQUIREMENTS:

A. Methodology Requirements

1. Mobilization
 - a. The Contractor shall validate and check any conditions on-site which may have an effect on the work and shall immediately notify PNOC.
 - b. The Contractor shall submit a detailed schedule of the works to be conducted and shall isolate the working area. The Contractor shall provide safety signage/ early warning signs visible at the job area.
 - c. All temporary services and facilities installed by the Contractor shall be removed by the Contractor on completion of this Contract. The Contractor shall restore any damage, alteration, caused by such removal and during the project implementation.
 - d. Ensure all workers are equipped with appropriate Personal Protective Equipment (PPE).
 - e. Follow all safety protocols for plumbing and welding.
 - f. Ensure proper ventilation in the work areas, especially when welding.

2. Supply 28 sets of bidet with sprayer.
 - a. The Contractor shall submit a Technical Data Sheet for the proposed bidet with sprayer, complete with detailed specifications, dimensions, installation instructions, and material composition. The data sheet should also include performance ratings, maintenance guidelines, and any relevant certifications or compliance information. The bidet with sprayer to be supplied by the Contractor shall be approved by PNOC prior to delivery on site.
 - b. Upon delivery, the Contractor shall furnish PNOC a copy of the Delivery Receipt. PNOC shall inspect the delivered items based on the approved Technical Data Sheet and reserves the right to accept or reject delivered items. For rejected items due to non-compliance, the Contractor shall replace them immediately.
3. Installation of Bidet with Sprayer
 - a. Shut off the main water supply to avoid leaks during installation. Disconnect the existing water supply line from the tankless water closet. Attach the T-adapter to the water inlet of the water closet. Reconnect the water supply line to the T-adapter.
 - b. Some areas may require chipping works due to tight distance of the supply pipe and the wall.
 - c. Connect a shut-off valve to the other opening of the T-adapter. This will control the water flow to the bidet sprayer.
 - d. Attach one end of the flexible hose to the shut-off valve. Attach the other end to the bidet sprayer. Mount the bidet sprayer holder on the wall next to the water closet using screws or adhesive, depending on the wall material. Place the bidet sprayer in the holder.
 - e. For any modifications needed in the piping (e.g., extending pipes or rerouting), use appropriate plumbing and welding techniques. Ensure all connections are watertight to prevent leaks.
4. Testing and Commissioning
 - a. Test each bidet sprayer for proper operation and check for leaks. Make any necessary adjustments to ensure optimal performance.
 - b. Verify that all sprayers are securely mounted and functioning correctly.
5. Restoration

After installing the bidet, restore any damaged areas by carefully removing the chipped tiles, cleaning the surface, and replacing them with matching tiles using appropriate adhesive and grout. Ensure all tiles are aligned and grout lines are uniform for a seamless finish. Finally, clean the area and inspect for any imperfections to ensure a flawless restoration.
6. Cleaning and Demobilization

Thoroughly clean the work area to remove all debris, dust, and residue. Finally, demobilize by safely removing all tools, materials, and protective coverings, ensuring the site is left clean and orderly.

B. General Conditions

1. The Contractor is required to inspect and examine the site and the surroundings of the proposed project to arrive at an estimate of the labor, materials, and equipment necessary to carry out the work.

2. A joint inspection must be conducted by the Contractor and PNOC Representatives on the specific works to be done for the project.
3. The Contractor is required to secure the required surety, performance, and guarantee bonds prior to the commencement of work.
4. The Contractor is required to submit the following items subject for approval of PNOC prior to commence of the Work:
 - a. Construction Methodology
 - b. Inspection and Test Plan
 - c. BOQ with Weighted Percentage
 - d. Manpower Histogram
 - e. Tools and Equipment Histogram
 - f. Work Schedule and S-Curve; and
 - g. Safety Program
5. The Contractor shall secure the following requirements prior to execution of works:
 - a. PNOC Work Permit System
6. The Contractor must conduct proper planning and safety orientation meetings with all personnel involved in the work prior to commencement.
7. The Contractor is required to coordinate all activities and work relative to the project with the PNOC representative for proper monitoring and coordination.
8. The Contractor shall commence work on the agreed Start Date and shall carry out the work in accordance with the program of work submitted by the Contractor, as approved by the PNOC representative, and complete the project by the completion date as indicated in the SOW.
9. The Contractor shall be 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.
10. 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.
11. The cost of any and all rework and/or restoration of damaged properties due to the Contractor's poor workmanship or negligence shall be borne by the contractor.
12. The Contractor must comply with RA 11058, DOLE DO 198-18, OSHS, and other requirements to include, among others, the use of personal protective equipment by all workers, installation of safety signage, proper ID; and PNOC's rules, regulations on safety, security and environment.
13. The work shall be executed in the best and thorough manner throughout the project timeline to the satisfaction of PNOC, 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 judgment are not fully in accordance with the specifications and/or description as provided in the scope of work and are deemed to be disadvantageous to PNOC.
14. The Contractor shall submit to PNOC representative Daily Accomplishment Report for construction monitoring purposes.
15. The Office operations shall be given priority on the phasing of works. The Contractor should therefore coordinate with the PNOC representative regarding the scheduling and phasing of works so as not to interrupt the office during project implementation.

16. The Contractor shall only be allowed to work during non-office hours, specifically from 5 PM to 7 AM, to minimize disruption to regular business activities.
17. 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.

C. 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. PNOC shall designate a specific area to be used by the CONTRACTOR as a temporary facilities/storage area/administration area in connection with the project.

D. 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. Special Conditions of the Contract
5. Specifications
6. Drawings
7. Bill of Quantities
8. Any other documents listed in the Special Conditions of the Contracts as forming part of the Contract.
9. 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.
10. All works shall be properly coordinated with the PNOC representative.

VIII. PROJECT DURATION:

Work should be completed within thirty (30) calendar days reckoned from the date of receipt of the Notice to Proceed. The 30 calendar days already includes the submission of Technical Data Sheet of the proposed bidet with sprayer, approval of the TDS, and the delivery on site.

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

IX. WARRANTY PROVISIONS:

The warranty shall be one (1) year reckoned from the date of final turn over and acceptance.

X. DEFINITION OF SIMILAR PROJECTS:

The contractor must have completed at least one (1) project in plumbing & Sanitary Work of a low rise building.

XI. ABC = Php 405,050.00 (inclusive of all taxes – 12%)

PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

Supply and Installation of Bidet with Sprayer at PNOC Building 6

LOT	NO.	UOM	TECHNICAL SPECIFICATIONS	QTY	UNIT PRICE (P)	TOTAL AMOUNT (P)
1	I	set	SUPPLY OF BIDET SPRAY	28		
	II	lot	INSTALLATION OF BIDET WITH SPRAYER	1		
Total Amount of Bid (VAT Inclusive) ^^^^^^^^^^PhP						
Total Amount of ABC: PhP 405,050.00						
Delivery Schedule:		Within Thirty (30) Calendar Days reckoned from the date of receipt of Notice to Proceed (NTP)				
Delivery Place:		PNOC Building 6, Energy Center, Rizal Drive, BGC, Taguig City				
Instructions: Awarding on per lot basis / one (1) lot						
Quoted Price should be VAT inclusive						
Warranty: One (1) year reckoned from the date of final turn over and acceptance						

TERMS AND CONDITIONS

1. Payment Terms: Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

9. Liquidated damages shall be imposed pursuant to Section 68 of the Revised IRR of RA 9184.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We acknowledge that failure to password-protect/seal our proposal/quotation or submitting it late will result in automatic disqualification.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____
Designation / Position : _____
Name of Organization : _____
Address : _____
Telephone/Mobile No. : _____
Email Address : _____
TIN : _____
PhilGEPS Registration Number : _____

INSTRUCTIONS AND PROCEDURES FOR ONLINE SUBMISSION OF QUOTATIONS/PROPOSALS FOR SMALL-VALUE PROCUREMENT

1. Interested bidders must submit proposal/quotation in a single file password-protected portable document (PDF) format via email address newprocurement@pnoc.com.ph **without giving the password yet.**

File format should be:

RFQREFERENCENO_NAME OF THE COMPANY_passwordprotected.pdf
Example: RFQ202401001_XYZCompany_passwordprotected.pdf

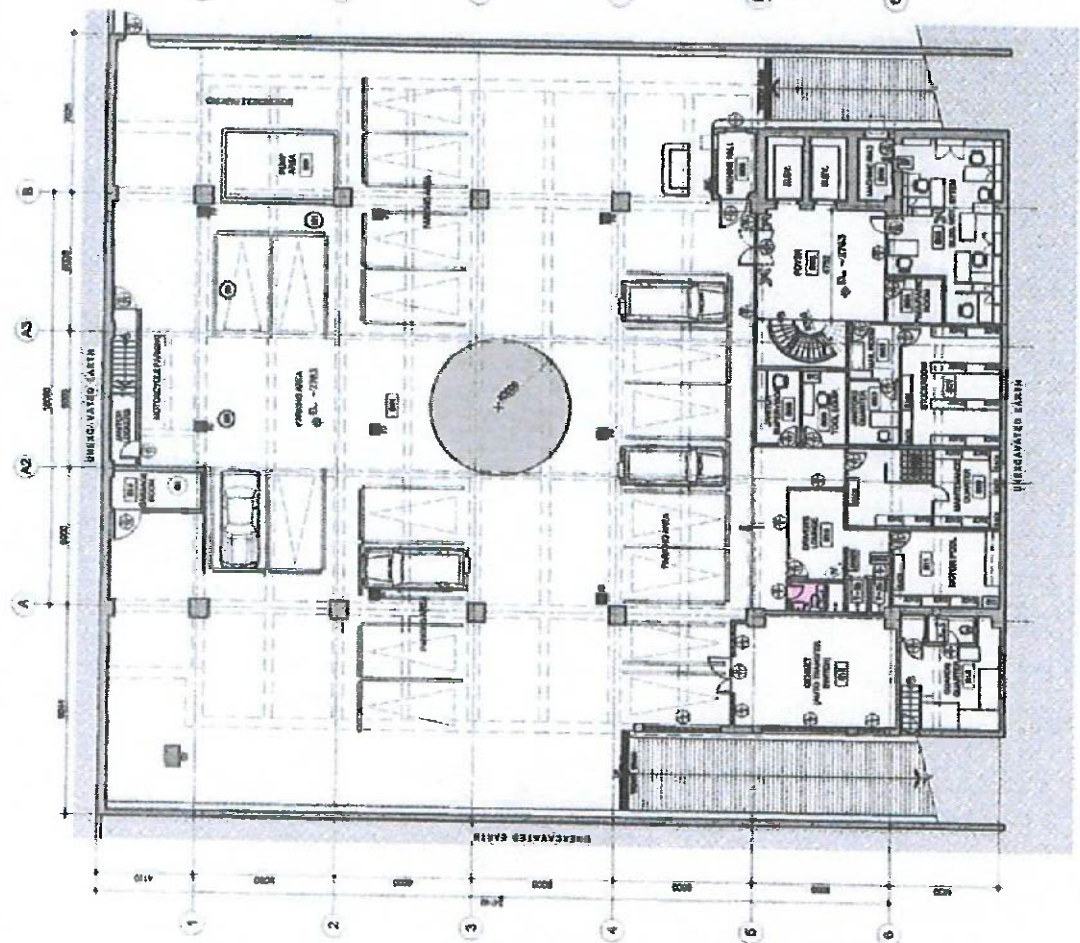
Note: RFQ Reference Number is located at the front page of the request for quotation.

Email Format Instructions:

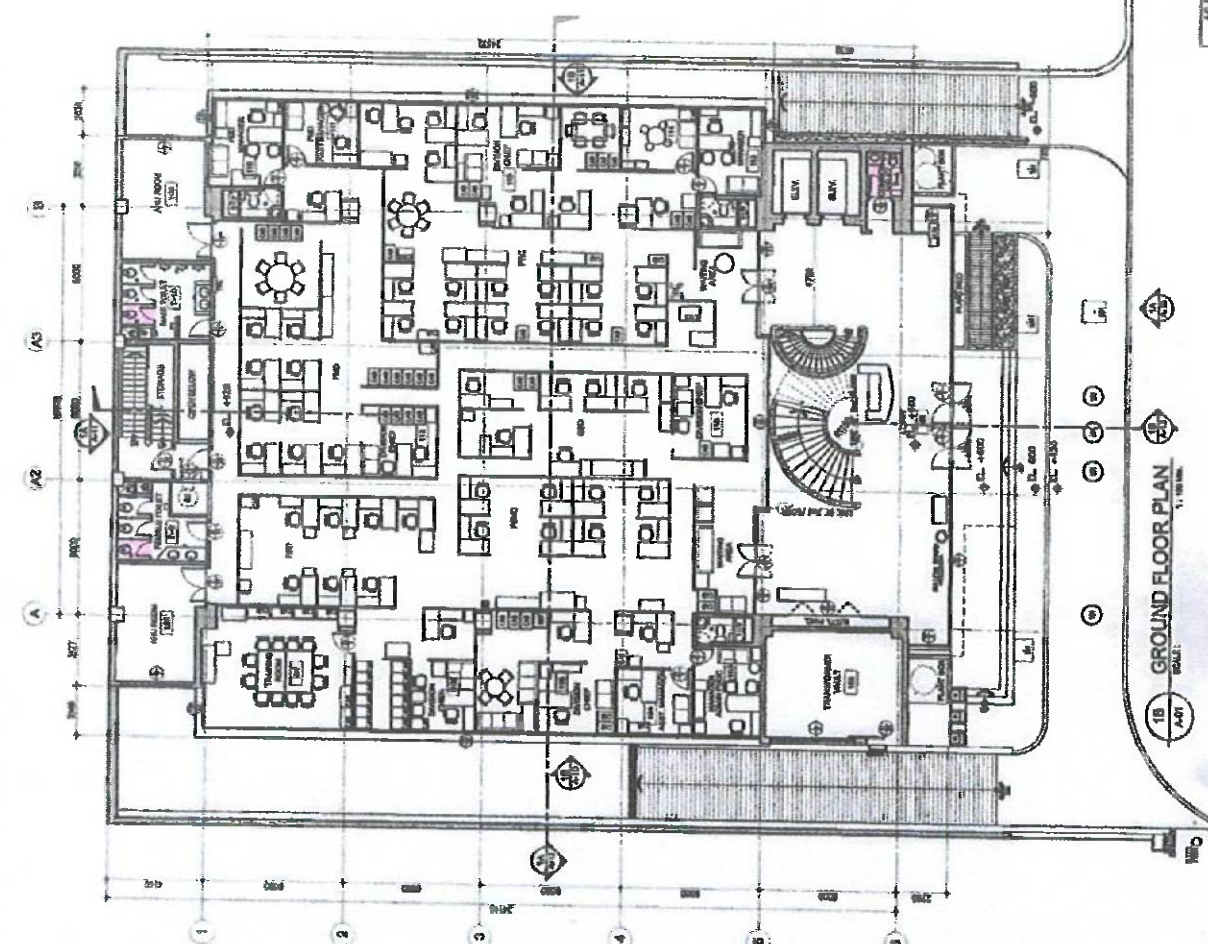
- a. The subject line must indicate the RFQ Reference Number
- b. The email body must include the following details:
 - i. Project Title
 - ii. Name of the company and its authorized representative
 - iii. Contact details such as telephone/mobile number and email address

Proposal/quotation must be in a single PDF file only and must not exceed 25 MB.

2. Bidders will be immediately notified via email of the receipt of the proposal/quotation.
3. Proposal/quotation not password-protected and/or submitted late based on system timestamp will be automatically disqualified.
4. A bid opening will take place immediately after the deadline through video conferencing. The meeting link will be sent to participating bidders.
5. For proposal/quotation submitted online, the bidder shall provide the password of the file password when requested via the chat box or call/SMS during the bid opening.
6. Upon opening, the BAC shall verify the presence or absence of the specified requirements in the quotation/proposal. All eligible quotations/proposals will undergo further evaluation.
7. The award of contract shall be made to the Lowest Calculated Responsive Quotation or Highest Rated Responsive Bid, which complies with the minimum technical specifications and other terms and conditions. The result will be posted on the website and the official social media sites of PNOC.



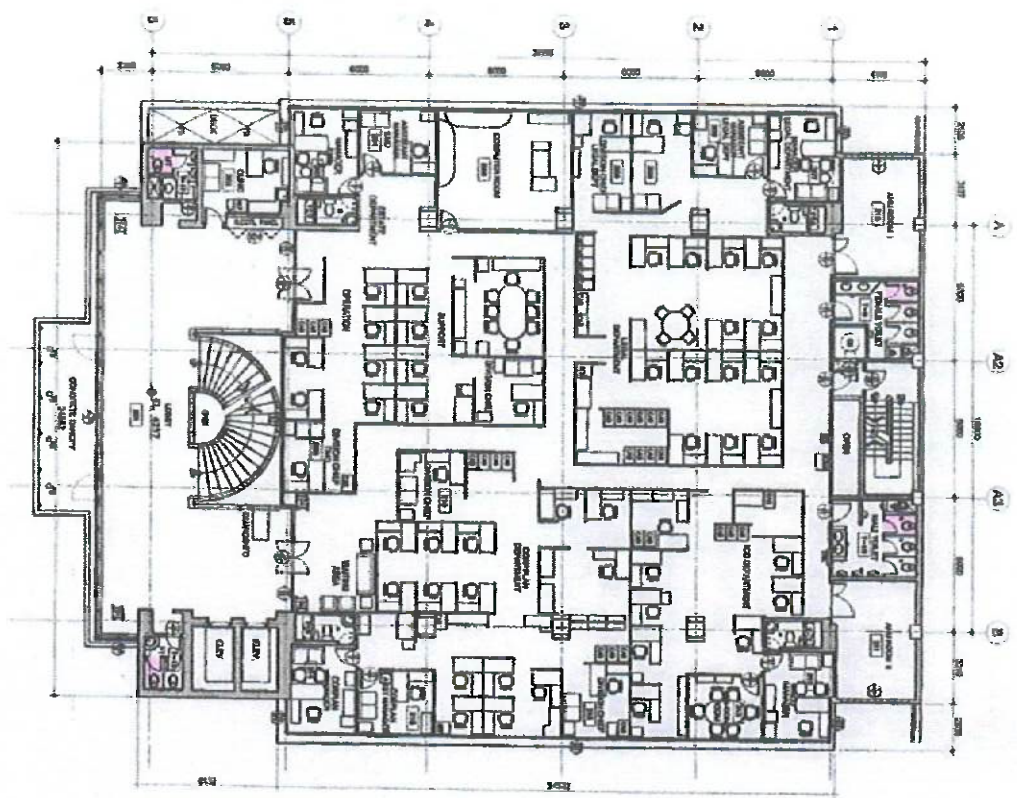
1A
BASMENT FLOOR PLAN
1:100 SCALE



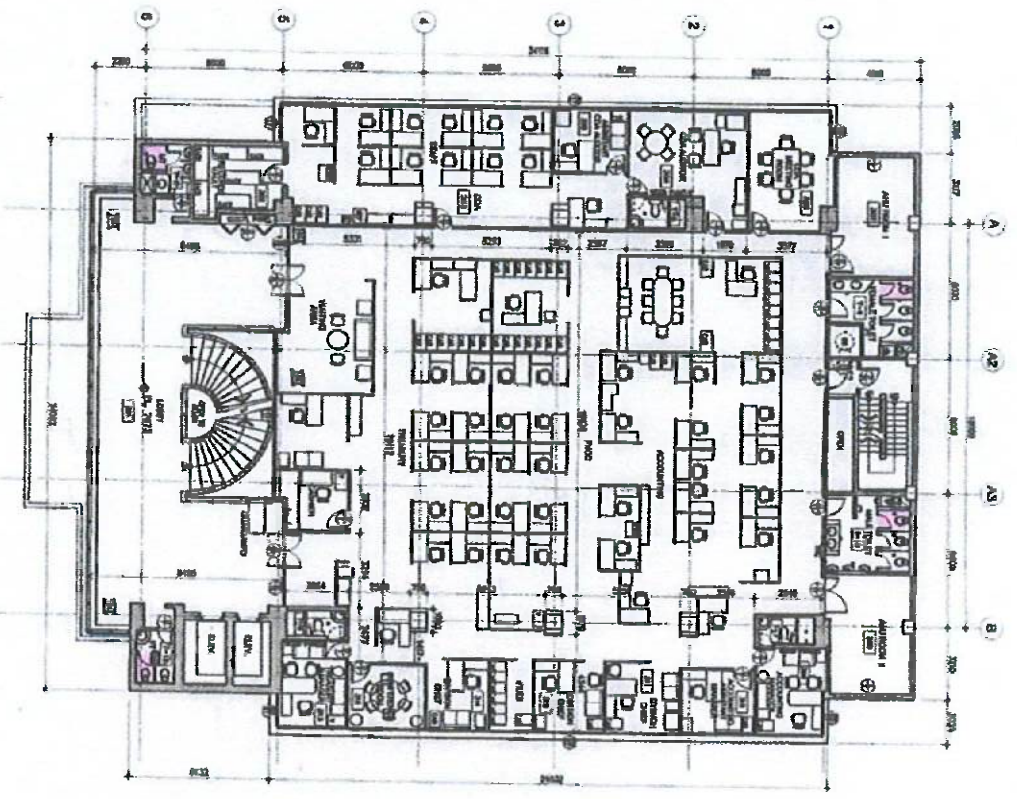
1B
GROUND FLOOR PLAN
1:100 SCALE

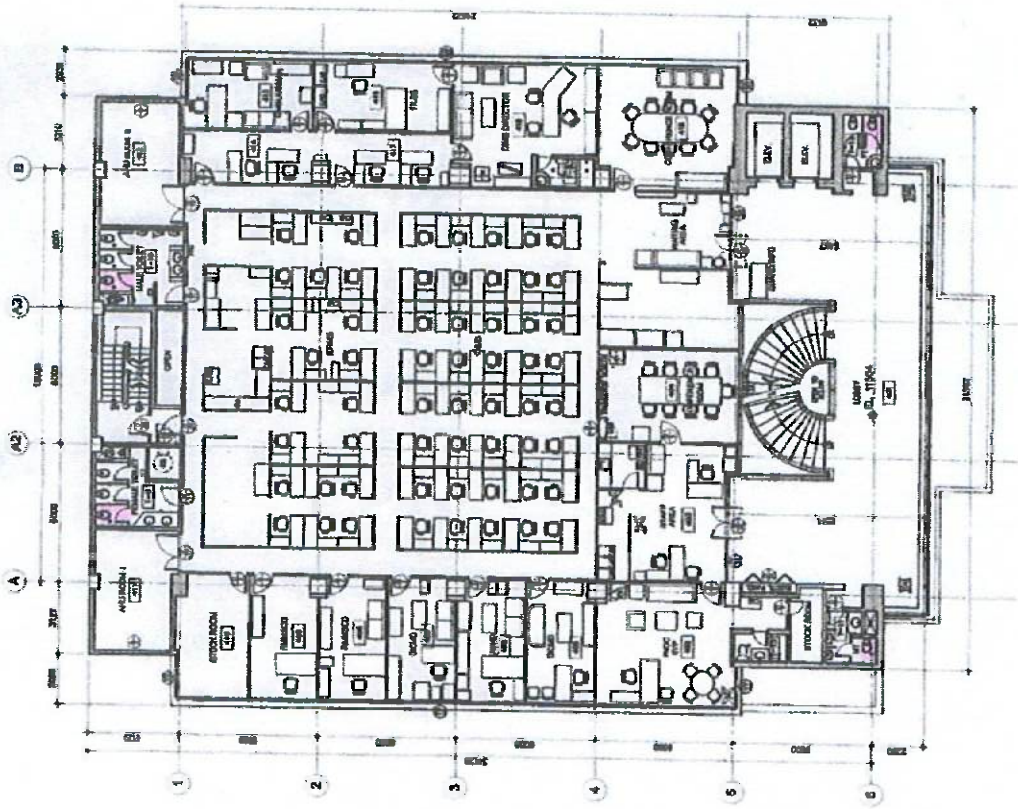
ACONS CONSULTING INC. Consulting + Managing Engineers 11th Floor, 1105 Northwood Road, Quezon City Tel: (632) 880-8888 Fax: (632) 880-8888 Email: info@acons.com.ph Website: www.acons.com.ph	SHEET NO. 24X38 PROJECT NO. A-01 DATE 11-20-11 DRAWN BY AS/SHOPIH CHECKED BY APPROVED BY	SHEET NO. 24X38 PROJECT NO. A-01 DATE 11-20-11 DRAWN BY AS/SHOPIH CHECKED BY APPROVED BY	SHEET NO. 24X38 PROJECT NO. A-01 DATE 11-20-11 DRAWN BY AS/SHOPIH CHECKED BY APPROVED BY
	CLIENT: PHILIPPINE NATIONAL OIL COMPANY PROJECT: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI ADDRESS: 1105 NORTHWOOD ROAD, QUEZON CITY	CLIENT: PHILIPPINE NATIONAL OIL COMPANY PROJECT: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI ADDRESS: 1105 NORTHWOOD ROAD, QUEZON CITY	CLIENT: PHILIPPINE NATIONAL OIL COMPANY PROJECT: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI ADDRESS: 1105 NORTHWOOD ROAD, QUEZON CITY

1A SECOND FLOOR PLAN
SCALE 1/8" = 1'-0"

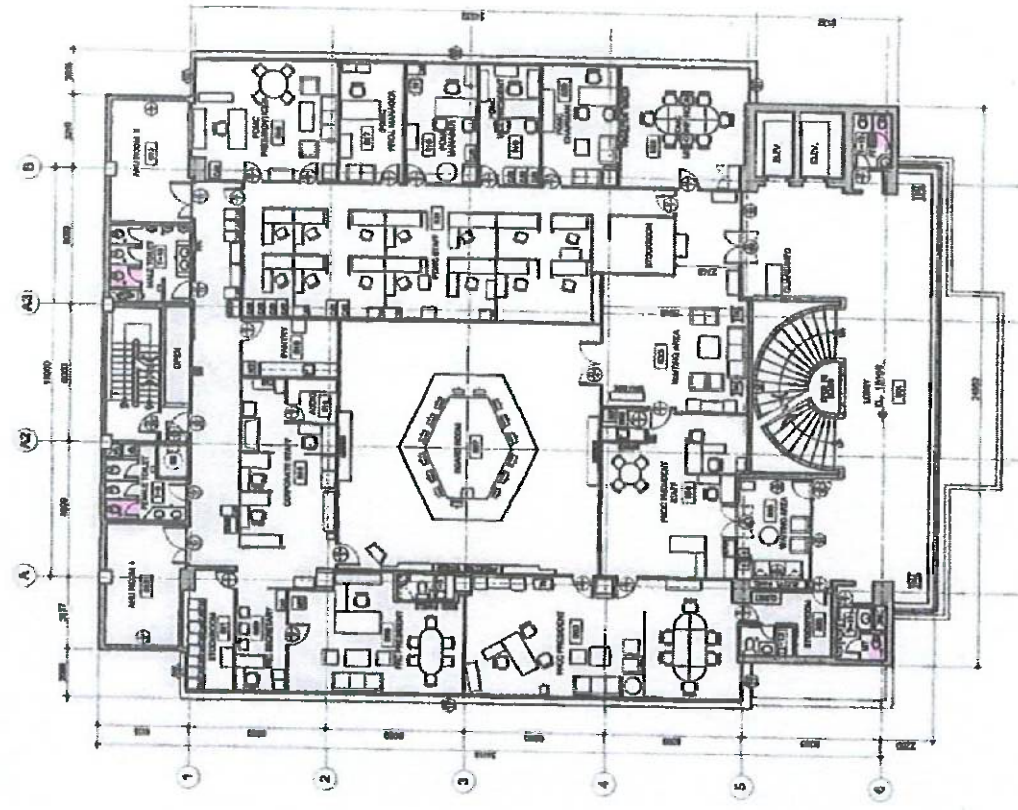


1B 3RD FLOOR PLAN
SCALE 1/8" = 1'-0"



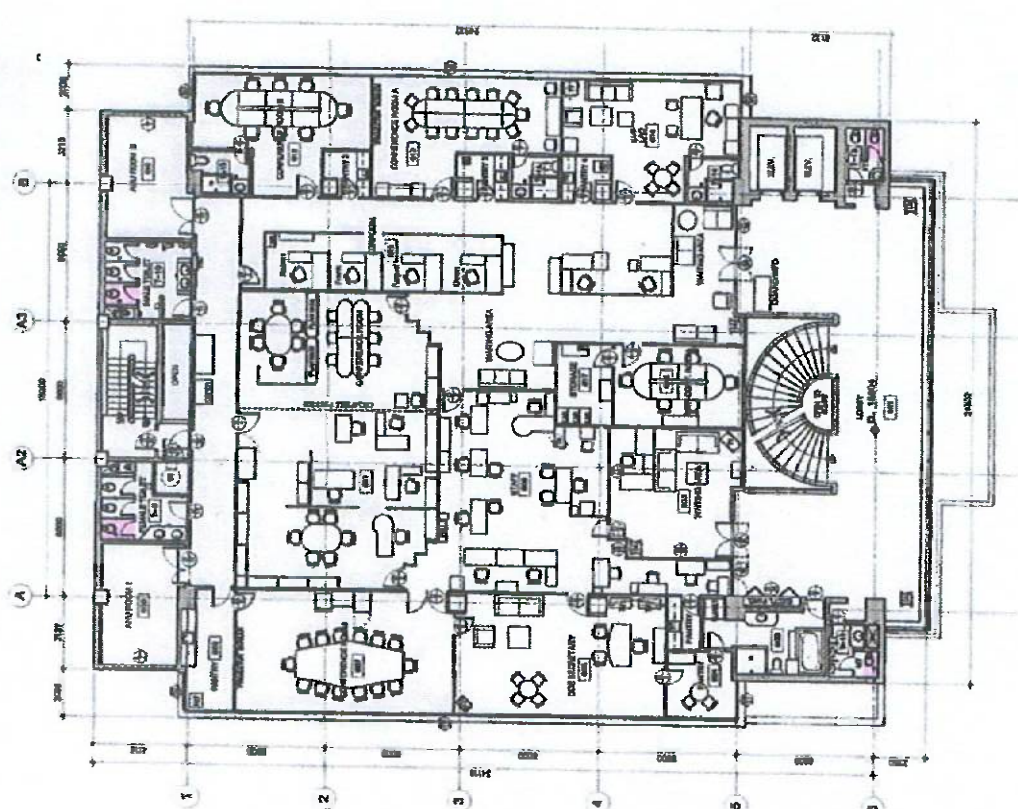


1A
4TH FLOOR PLAN
1:1000

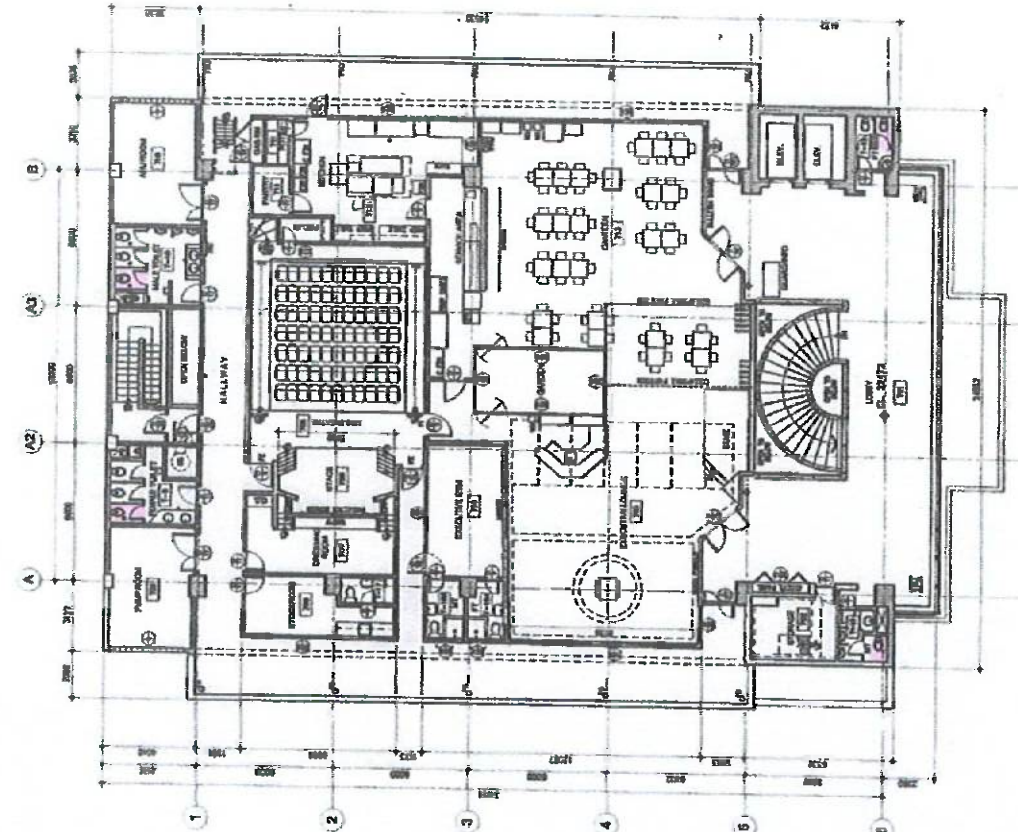


1B
5TH FLOOR PLAN
1:1000

ACONG CONSULTING INC. REGISTERED ARCHITECTS 10th Floor, 1000 N. ... Manila, Philippines		PROJECT: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI ARCHITECT: PHILIPPINE NATIONAL OIL COMPANY OWNER: PHILIPPINE NATIONAL OIL COMPANY		SHEET NO: A-03 PROJECT NO: SC-11-005 DATE: 2011	
PROJECT: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI ARCHITECT: PHILIPPINE NATIONAL OIL COMPANY OWNER: PHILIPPINE NATIONAL OIL COMPANY	SHEET NO: A-03 PROJECT NO: SC-11-005 DATE: 2011	SHEET NO: A-03 PROJECT NO: SC-11-005 DATE: 2011	SHEET NO: A-03 PROJECT NO: SC-11-005 DATE: 2011	SHEET NO: A-03 PROJECT NO: SC-11-005 DATE: 2011	SHEET NO: A-03 PROJECT NO: SC-11-005 DATE: 2011



6A
6TH FLOOR PLAN
SCALE: 1/8" = 1'-0"



7B
7TH FLOOR PLAN
SCALE: 1/8" = 1'-0"

ASBUILT SHEET NO. A-04 PROJECT NO. 00-11-05	DATE: 08/20/11 DRAWN: [Signature] CHECKED: [Signature] APPROVED: [Signature]	PROJECT TITLE/LOCATION: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI PROJECT NO. 00-11-05	SHEET NO. 00-11-05
SHEET NO. 00-11-05 DATE: 08/20/11 DRAWN: [Signature] CHECKED: [Signature] APPROVED: [Signature]	PROJECT TITLE/LOCATION: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI PROJECT NO. 00-11-05	SHEET NO. 00-11-05	SHEET NO. 00-11-05
ASCONS CONSULTING INC. ENGINEERING - MECHANICAL - ELECTRICAL 1000 N. W. 10th St., Suite 1000, Ft. Lauderdale, FL 33304 TEL: (954) 572-1111 FAX: (954) 572-1111	PROJECT TITLE/LOCATION: PHILIPPINE NATIONAL OIL COMPANY BUILDING VI PROJECT NO. 00-11-05	SHEET NO. 00-11-05	SHEET NO. 00-11-05