

REQUEST FOR QUOTATION

NFA-2025-RBAC-REGIII-088

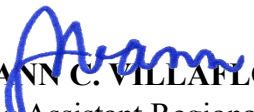
The National Food Authority – Central Luzon Regional Office (NFA-CLRO), through its Regional Procurement Committee will undertake a **DIRECT CONTRACTING FOR THE SUPPLY AND DELIVERY OF LABOR AND MATERIALS FOR THE RELOCATION AND RE-ROUTING OF CONCRETE POLES FOR PRIMARY LINE AT NFA COMPOUND, CABANATUAN**, in accordance with Section 50 of the 2016 Revised Implementing Rules and Regulations of Republic Act. 9184.

Please quote your **best offer** for the item/s described herein, subject to the **Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by you or your authorized representative via **manual submission** together with the non-refundable **bidding fee of P500.00** not later than **July 25, 2025, 10:00 am** at the CLRO-Conference Room, NFA Region 3, Maharlika Highway, Zulueta Dist., Cabanatuan City.

A copy of the following documents shall be submitted together with the Request for Quotation (RFQ):

- a. PhilGEPS Registration Certificate (Platinum Membership) **Or** Mayor's Permit/Business Permit for 2025 where the principal place of business is located and PhilGEPS Registration Number
- b. Certificate of Exclusive Distributorship
- c. Contractor's Profile to state the following:
 - a. contact information/details of the company;
 - b. organizational chart/set-up including names of employees
- d. Duly Notarized Special Power of Attorney (SPA) for authorized representative if individual/sole proprietorship, or a partnership resolution if partnership or a board resolution if corporation or cooperative.
- e. Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration; and
- f. Duly Conformed Terms of Reference
- g. Original duly signed Omnibus Sworn Statement (OSS) and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

For any clarification, you may contact the **BAC Secretariat** at telephone no. **(044) 958-0142** or email address at bac.region3@nfa.gov.ph.


ME-ANN C. VILLAFLOR
Acting Assistant Regional Manager /
RBAC Chairperson

Date: _____

Name of Company: _____

Address: _____

Name of Store/Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number: _____

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation
4. Failure to follow these instructions will disqualify your entire quotation

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

1. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate “0” if the item being offered is free.
2. Bidders must state “**COMPLY**” in the “Bidder’s Statement of Compliance” against each of the individual parameters of each specification.

Item	Description	Total Quantity	Bidder’s Statement of Compliance	Unit Cost (VAT inclusive)	Total Cost (VAT inclusive)	Approved Budget for the Contract
A	Relocation and Re-routing of Concrete Poles for Primary Line at NFA Cabanatuan	1 Lot				380,220.00

The above prices are inclusive of all costs and applicable taxes.

See attached Technical Specifications

SCHEDULE OF REQUIREMENTS			Bidder's Statement of Compliance
A	Relocation and Re-routing of Concrete Poles for Primary Line at NFA Cabanatuan	See attached Schedule of Requirements and Technical Specifications	

FINANCIAL OFFER	
Approved Budget for the Contract	Total Offered Quotations
<p style="text-align: center;">Three Hundred Eighty Thousand Two Hundred Twenty Pesos Only</p> <p style="text-align: center;">(PhP 380,220.00)</p>	In Words:

	In Figures:

Payments shall be made promptly, but in no case later than thirty (30) days, after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.

Signature over Printed Name

Position/Designation

Office Telephone No.

Email Address/es

TERMS AND CONDITIONS

A. PROJECT DESCRIPTION

This Project is for Alternative Methods of Procurement under Direct Contracting for the supply and delivery of labor and materials for the Relocation and Re-routing of the Concrete Pole and Primary Line of NFA Cabanatuan City, Nueva Ecija with Project Reference No. NFA-2025-RBAC-REGIII- 088.

Project Components

The project is composed of the following:

1. Preliminary Works
2. Mobilization and Materials Handling
3. Pole Relocation
4. Re-routing of Primary Line
5. Demobilization and Site Clean-up

Project Location

The project site is located NFA Compound, Cabanatuan City, Nueva Ecija

Approved Budget for the Contract / Estimated Project Cost

The Approved Budget for the Contract amounting to Three Hundred Eighty Thousand Two Hundred Twenty Pesos (**Php 380,220.00**).

Contract Duration: Twenty (20) Calendar Days

B. ELIGIBILITY REQUIREMENTS

A. DOCUMENTARY REQUIREMENTS

A certified photocopy of the following must be submitted together with the Financial Bid Forms in a sealed envelope:

Legal and Technical Documents

- i. PhilGEPS Registration Certificate (Platinum Membership) **OR**

Mayor's/Business Permit for 2025, where the principal place of business is located **and** PhilGEPS Registration Number

- ii. Certificate of Exclusive Distributorship

- iii. Contractor's Profile to state the following:
 - contact information/details of the company
 - number of years in the construction business.

- organizational chart/set-up including names of employees
- iv. Duly Notarized Special Power of Attorney (SPA) for authorized representative if individual/sole proprietorship, or a partnership resolution if partnership or a board resolution if corporation or cooperative.
- v. Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration; **and**
- vi. Terms and Conditions duly conformed to by the offeror.
- vii. Original duly signed Omnibus Sworn Statement (OSS) and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- i. Schedule of Prices

C. GENERAL SCOPE OF WORKS:

The works covered under this project include:

1. Preliminary Works
 - Site survey and assessment of existing pole locations and line routing.
 - Identification and marking of new pole locations based on engineering design.
 - Verification of underground utilities to avoid conflict during excavation.
2. Mobilization and Materials Handling
 - Transport and storage of new concrete poles and associated hardware.
 - Removal and safe handling of existing poles, conductors, and components.
3. Pole Relocation
 - Excavation for new pole foundations.
 - Installation of new concrete poles with proper alignment and depth
 - Anchoring and guying as per utility standards.
4. Re-routing of Primary Line
 - Detachment of existing primary lines from old poles.
 - Installation of new crossarms, insulators, and conductors.
 - Tensioning and sagging of primary lines as per design specifications.
 - Reconnection of all electrical connections and grounding systems.
5. Demobilization and Site Clean-up
 - Safe dismantling of old poles and line accessories
 - Backfilling of old foundation holes and restoration of affected areas

- Transport and disposal of removed materials in accordance with environmental guidelines.

D. TECHNICAL SPECIFICATIONS

Purpose

This specification sets forth the technical requirements for the re-location and re-routing of concrete poles and associated primary distribution lines. The scope includes design compliance, material standards, construction methodology, testing, and final commissioning.

1. Standards and Codes

All work shall conform to the latest editions of applicable codes and standards, including but not limited to:

- IEEE Standards
- IEC Standards
- NEC (National Electrical Code) / NESC (National Electrical Safety Code)
- Local Utility Company Standards and Specifications
- Occupational Safety and Health Standards (OSHS)

2. Materials

Concrete Poles

- Type: Reinforced/Pre-stressed concrete poles
- Class: 5A, 40'
- Finish: Smooth, no cracks or honeycombing
- Ground line markings and pole top plugs must be provided

Conductors

- Type: ACSR / AAC / XLPE (as specified)
- Size: #2, Bare Primary Line
- Conductor accessories must be compatible with conductor size and type

Crossarms and Brackets

- Material: Galvanized steel or hardwood (treated)
- Coating: Hot-dip galvanized for steel components
- Dimensions: As per utility design standards

Insulators

- Type: Suspension Insulator
- Material: Porcelain or polymer
- Voltage class: Match system voltage with 25% minimum safety margin
- All insulators to comply with ANSI/IEC standards

Hardware

- Bolts, nuts, washers, and clamps must be hot-dip galvanized
- Pole bands, guy attachments, and dead-end assemblies to be utility-approved types

Guy Wires and Anchors

- Guy wire: Galvanized steel strand (7-strand), size as per design
- Anchors: Screw-type or rod-type, as required by soil condition
- Guy guards must be installed on all guy wires

3. Mobilization, Materials handling and demobilization

Site Preparation

- Confirm final pole locations with approved layout drawings
- Stake out locations and clear site of vegetation and obstructions
- Verify underground utilities before excavation

Pole Installation

- Excavate to a depth of at least 10% of pole length + 0.6 m
- Set poles vertically with proper orientation (line side vs. equipment side)
- Backfill and compact soil around the pole to prevent settlement
- Install guy wires and anchors prior to stringing conductors

Line Re-routing

- Detach conductors from existing poles using insulated tools
- Erect temporary supports if necessary to maintain service
- Install crossarms, insulators, and hardware on new poles
- String and sag conductors to specified tensions (based on span and temperature)
- Make electrical connections using crimping/lug methods as specified
- Install grounding system: driven rods, bonding jumpers, etc.

Removal of Existing Infrastructure

- Remove old poles and associated hardware
- Cut old conductors into transportable lengths
- Dispose of debris in accordance with environmental regulations

Inspection and Testing

- Poles to be visually inspected for damage prior to installation
- Conductor tension and sag to be verified during installation
- Ground resistance test must not exceed 10 ohms per pole
- All hardware must be torqued to manufacturer's recommendation

As-built Documentation

- Submit GPS coordinates of installed poles
- As-built drawings showing pole numbers, spans, conductor type
- Cable and pole tags must be installed for identification

Health, Safety, and Environmental Requirements

- Implement Lockout/Tagout (LOTO) for de-energized lines
- Use PPE: insulated gloves, hard hats, harnesses, arc flash gear
- Erect safety barriers, warning signs, and traffic control as needed
- Follow all local environmental guidelines during excavation and disposal

Completion and Commissioning

- Visual inspection by utility representative
- Functional testing of energized line
- Sign-off of punch list items
- Submission of Completion Report

E. OBLIGATIONS OF NFA

1. To issue Notice to Proceed upon the approval of the contract;
2. To provide space for the Contractor's equipment, facilities, and working crew while they are performing their work assignment at NFA;
3. To supervise and oversee the crews of the Contractor while performing their duties from mobilization up to demobilization;
4. To allow the use of utilities (water and electricity) in the performance of the job. Water and Electricity consumption shall be computed at the expense of the contractor.
5. Resolve any request for time extension(s) or suspension(s) by the Contractor and approve as it may deem necessary and for any justifiable reasons.

F. OBLIGATIONS OF THE CONTRACTOR

1. The Contractor shall carry out the Works properly in accordance with this Contract. He shall provide all labor, materials, equipment and necessary permits, which may be required to complete the project. All materials left on site shall be deemed the property of NFA.
2. The Contractor shall commence execution of the Works on the Date per receipt of the **Notice to Proceed** (NTP) and complete the project on the Date of Completion based on the **Contract Duration, (Twenty (20) calendar days** to execute the project).
3. The Contractor shall carry out all instructions that comply with the applicable laws where the site is located, and be responsible for the safety of all activities on the site.
4. If NFA's Representative asks the Contractor to remove a member of the Contractor's staff or work force, for justifiable cause, the Contractor shall ensure that the person

leaves the site immediately and has no further connection with the Work in this Contract.

5. During Contract Implementation, the Contractor shall abide at all times by all labor laws, including child labor-related enactments, and other relevant rules.
6. The Contractor shall submit to NFA for consent the name and particulars of the person authorized to receive instructions on behalf of the Contractor.
7. Should anything of historical or other interest or of significant value be unexpectedly discovered on the Site, it shall be the property of NFA. The Contractor shall notify NFA's representative of such discoveries and carry out NFA Representative's instructions in dealing with them.
8. To provide all the necessary documents for payment and reference purposes pertaining to the project.
 - As-built plan
 - Logbook
 - Weather Chart

G. PERFORMANCE SECURITY

To guarantee the faithful performance by the winning bidder of its obligation under the contract, such winning bidder shall post a Performance / Security Bond within a maximum period of ten(10) calendar days upon receipt of the Notice of Award in an amount equal to the percentage of the contract price in accordance with Section 39.2 of the Revised IRR of RA 9184 (10% of the Contract Price for Infrastructure Projects).

H. PAYMENT

1. NFA shall pay the Contractor the amount corresponding to one hundred percent (100%) work accomplished upon submission of the following documents:
 - a. Letter Request for the payment of 100% work accomplishment
 - b. Statement of Work Accomplished from the Contractor (SWA)
 - c. Pictures (Before, On-going, After)
 - d. Warranty / Guarantee Certificate (for full payment)
 - e. Project Inspection Report
 - f. Certificate of Completion
 - g. Certificate of Acceptance
 - h. Notice to Award
 - i. Notice to Proceed
 - j. Approved Contract
2. Payment shall be made by the NFA Regional Office, subject to the usual accounting and auditing rules and regulations.

3. Payment of Retention Money

The total “retention money” shall be due for release upon issuance of Certificate of Final Acceptance and that the project is completed and inspected free from latent defects within the one (1) year warranty period.

The contractor may, however, request the substitution of the retention money for each progress billing with irrevocable standby letters of credit of from a commercial bank or bank guarantees or surety bond callable on demand, of amounts equivalent to the retention money substituted for and acceptable to Government, **provided that the project is on schedule and is satisfactorily undertaken** pursuant to Annex “E” of IRR of RA 9184.

I. LIQUIDATED DAMAGES

The Contractor shall pay liquidated damages to the Procuring Entity for each day that the Completion Date is later than the Intended Completion Date. The applicable liquidated damages is at least one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. The Procuring Entity *shall* deduct liquidated damages from payments due to the Contractor. The Payment of liquidated damages shall not affect the Contractor’s liabilities. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

J. SPECIAL PROVISIONS

It is mutually and expressly agreed upon by both contracting parties that no charge adjustment, increase or alteration shall be made in the original amount of the agreed price because of any fluctuations or increase in the cost of material / labor and for any other causes whatsoever during the effectivity of the contract.

K. CONTRACT DURATION / IMPLEMENTATION

The contract shall become effective upon signing of the same and shall remain valid for **twenty (20) calendar days** unless the Regional Manager for meritorious reasons grants an extension. It should be governed by the provision of Annex “E” of the revised IRR of RA 9184.

L. VENUE FOR COURT ACTION

In case of litigation arising from the Contract, the Contractor shall pay NFA all forms of damages plus cost of suits. The case shall be filed with the proper court in Quezon City.

Conforme:

Signature over Printed Name

Position/Designation

TECHNICAL SPECIFICATIONS

Unit	Specification	Qty	Bidder's Statement of Compliance
Pc	Pole, Concrete, 40', class 5A	7	
Pc	Crossarm, Steel, 100x75x2400	25	
Meters	Conductor, Bare, ACSR #2, primary line	1,157	
Pc	Alley arm braces, 7"	6	
Lot	Other Necessary Electrical Supplies including but not limited to, Bolts, Shackle, Screws, Braces, Clamp, Conductor, Pin, Insulator, Nut, Rod, Washer, Buckle, Strap, Fuse, Rectangular Base, and Cut Out	1	
	<p>Concrete Poles</p> <ul style="list-style-type: none"> Type: Reinforced/Pre-stressed concrete poles Class: 5A, 40' Finish: Smooth, no cracks or honeycombing Ground line markings and pole top plugs must be provided <p>Conductors</p> <ul style="list-style-type: none"> Type: ACSR / AAC / XLPE (as specified) Size: #2, Bare Primary Line Conductor accessories must be compatible with conductor size and type <p>Crossarms and Brackets</p> <ul style="list-style-type: none"> Material: Galvanized steel or hardwood (treated) Coating: Hot-dip galvanized for steel components Dimensions: As per utility design standards <p>Insulators</p> <ul style="list-style-type: none"> Type: Suspension Insulator Material: Porcelain or polymer Voltage class: Match system voltage with 25% minimum safety margin All insulators to comply with ANSI/IEC standards 		

	<p>Hardware</p> <ul style="list-style-type: none"> • Bolts, nuts, washers, and clamps must be hot-dip galvanized • Pole bands, guy attachments, and dead-end assemblies to be utility-approved types <p>Guy Wires and Anchors</p> <ul style="list-style-type: none"> • Guy wire: Galvanized steel strand (7-strand), size as per design • Anchors: Screw-type or rod-type, as required by soil condition • Guy guards must be installed on all guy wires 		
Lot	Mobilization, Materials handling and demobilization	1	
	<p>Site Preparation</p> <ul style="list-style-type: none"> • Confirm final pole locations with approved layout drawings • Stake out locations and clear site of vegetation and obstructions • Verify underground utilities before excavation <p>Pole Installation</p> <ul style="list-style-type: none"> • Excavate to a depth of at least 10% of pole length + 0.6 m • Set poles vertically with proper orientation (line side vs. equipment side) • Backfill and compact soil around the pole to prevent settlement • Install guy wires and anchors prior to stringing conductors <p>Line Re-routing</p> <ul style="list-style-type: none"> • Detach conductors from existing poles using insulated tools • Erect temporary supports if necessary to maintain service • Install crossarms, insulators, and hardware on new poles • String and sag conductors to specified tensions (based on span and temperature) 		

	<ul style="list-style-type: none"> • Make electrical connections using crimping/lug methods as specified • Install grounding system: driven rods, bonding jumpers, etc. <p>Removal of Existing Infrastructure</p> <ul style="list-style-type: none"> • Remove old poles and associated hardware • Cut old conductors into transportable lengths • Dispose of debris in accordance with environmental regulations <p>Inspection and Testing</p> <ul style="list-style-type: none"> • Poles to be visually inspected for damage prior to installation • Conductor tension and sag to be verified during installation • Ground resistance test must not exceed 10 ohms per pole • All hardware must be torqued to manufacturer's recommendation <p>As-built Documentation</p> <ul style="list-style-type: none"> • Submit GPS coordinates of installed poles • As-built drawings showing pole numbers, spans, conductor type • Cable and pole tags must be installed for identification <p>Health, Safety, and Environmental Requirements</p> <ul style="list-style-type: none"> • Implement Lockout/Tagout (LOTO) for de-energized lines • Use PPE: insulated gloves, hard hats, harnesses, arc flash gear • Erect safety barriers, warning signs, and traffic control as needed • Follow all local environmental guidelines during excavation and disposal 		
--	---	--	--

I hereby certify to comply with all the above Technical Specifications.

Signature over Printed Name

Position/Designation

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as weeks/months stipulates hereafter the delivery date to the project site.

Item	Description	Quantity	Delivery Schedule
A	Relocation and Re-routing of Concrete Poles for Primary Line at NFA Cabanatuan	1 Lot	Twenty (20) calendar days upon receipt of Purchase Order

I hereby certify to comply with all the above Schedule of Requirements.

Signature over Printed Name

Position/Designation

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20___ at _____, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant*

[Jurat]
[Format shall be based on the latest Rules on Notarial Practice]