



# DAGUPAN CITY WATER DISTRICT

RFQ NO: 2025-002

## REQUEST FOR QUOTATION

The Dagupan City Water District (DCWD), through its Bids and Awards Committee, hereby invites all interested parties to submit proposal/price quotation for the following project:

<b>Name of Project</b>	:	<b>REHABILITATION OF DCWD EXECUTIVE BUILDING PERIMETER FENCE</b>
<b>Location</b>	:	Dagupan City Water District, DCWD Executive Building, Tambac District, Dagupan City
<b>Approved Budget for the Contract (ABC)</b>	:	PHP 400,150.00
<b>Source of Budget</b>	:	Corporate Budget Approved by the Board
<b>Contract Duration</b>	:	Sixty (60) Calendar Days upon receipt of Notice to Proceed
<b>Technical Specifications</b>	:	See Terms of Reference and Drawings

Kindly submit your duly signed proposal/price quotation in a sealed envelope or electronic mail addressed to Dagupan City Water District Bids and Awards Committee at the address stated below or email to [dagcitywdbac@gmail.com](mailto:dagcitywdbac@gmail.com) on or before **February 18, 2025 5:00 PM**.

**RENATO N. MUNDO**

Chairperson

Bids and Awards Committee

Dagupan City Water District

Tambac District, Dagupan City, Pangasinan, 2400

(075) 523-2741

Interested bidders are also required to submit the following documents along with the quotation on or before the deadline of submission of quotation:

1. PhilGEPS Registration Number
2. Valid Mayor's/Business Permit
3. Valid PCAB License
4. Original duly signed Bill of Quantities
5. Duly accomplished Detailed Estimates
6. Duly notarized Omnibus Sworn Statement using the attached format

Template may also be accessed to this link: <https://www.gppb.gov.ph/wp-content/uploads/2023/07/07032023Omnibus-Sworn-StatementRevised-as-of-07.03.2023.docx>

### INSTRUCTIONS:

- a. Submit duly signed price quotations/bill of quantities.
- b. Price quotations along with the required documents received after the deadline shall be rejected and will not be accepted.
- c. Please quote your best offer for the item/s indicated in the quotation form. Please do not leave any blank items. Indicate a zero (0) or a dash (-) if the item being offered is for free.
- d. All technical specifications must be complied with. Failure to comply with any of the mandatory requirements will disqualify your quotation.



# DAGUPAN CITY WATER DISTRICT

## TERMS AND CONDITIONS:

- a. Price quotations must be valid for a period of one hundred twenty (120) calendar days from the deadline of submission.
- b. Quoted prices shall be inclusive of all applicable taxes/charges and must be quoted in Philippine Peso.
- c. Quotations exceeding the Approved Budget for the Contract shall be rejected.
- d. Award of contract shall be made to the lowest calculated and responsive quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
- e. Posting of Performance Security shall be submitted after receipt of Notice of Award.
- f. Liquidated damages equivalent to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. The Dagupan City Water District may rescind or terminate the contract once the cumulative amount of the liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- g. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its 2016 revised IRR.

The Dagupan City Water District reserves the right to reject any and all quotations/bids, declare a failure of bidding, or not award the contract pursuant to Section 41 of the 2016 Revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder/s. For any inquiries or clarifications you may contact us at (075) 523-2741 or send us an email at [dagcitywdbac@gmail.com](mailto:dagcitywdbac@gmail.com).

  
**RENATO N. MUNDO**  
BAC Chairperson



# DAGUPAN CITY WATER DISTRICT

## TERMS OF REFERENCE

**Project Title:** Rehabilitation of DCWD Executive Building Perimeter Fence  
**Location :** DCWD Executive Building Compound, Tambac, Dagupan City  
**ABC :** Php. 400,150.00

### I. SCOPE OF WORKS

1. Supply all materials, personnel and equipment needed for the rehabilitation of existing perimeter fence.
2. Clearing of plants and other obstructions on the perimeter fence to be repaired/renovate.
3. Demolition and removal of dilapidated barbed wire located at the back and side of DCWD Executive Building of the perimeter fence subject for rehabilitation.
4. Rehabilitate by constructing additional hollow blocks layer at least one (1) meter on top of the existing concrete grade beam of fence and put wire mesh (Steel Matting) and barbed wire on top.
5. Strengthen the existing vertical G.I. Pipe column by constructing one (1) meter height concrete column on every existing vertical G.I. Pipe attached to the existing perimeter fence.
6. Whenever necessary relocate the existing G.I. Pipe column into a typical distance.

### II. LABOR REQUIREMENT:

1. The Contractor must possess a valid license issued by the Philippine Contractor's Accreditation Board (PCAB), required for this project (Classification for General Building Category D with size range Small A)
2. Contractor must be knowledgeable in General Civil Works.
3. Contractor shall provide a qualified supervisor/lead foreman during project duration.
4. Contractor shall provide experienced and qualified manpower (mason and laborer & welder) capable of providing quality works and completion of fencing within the project duration.

### III. PROJECT EXECUTION REQUIREMENT:

1. Contractor shall install caution signs or barrier to keep other people from coming into the work area.
2. Clear the area by removing obstruction (plants, grass and other debris in the area).
3. Demolish/remove the old dilapidated barbed wire fence parallel the concrete fence to be repaired and rehabilitated.
4. On the existing fence subject for rehabilitation, drill a hole on the surface of concrete of existing perimeter fence for the installation of reinforcement bars to layout the additional layer of CHB to be installed.
5. Extend the existing columns by adding reinforcement bars.
6. Install one (1) meter height of CHB in conformity with the existing perimeter fence with corresponding standard reinforcement bars (vertical & horizontal).
7. After the additional layered CHB, finish the surface and apply plastering on the gaps of CHB.
8. In between G.I. pipe column put wire mesh with G.I. pipe framed on top, bottom and sides and welded clip on all sides with flat bar to the vertical G.I. pipes.
9. Attach/weld barbed wires to the GI Pipes.



# DAGUPAN CITY WATER DISTRICT

10. Remove formworks after curing.
11. Apply red oxide primer and silver paint to the GI Pipes and wire mesh (steel matting) embedded in the fence.
12. At the end of workday, the contractor shall remove all equipment, material and supplies from the work areas.
13. Contractor to haul debris outside the compound or on a dump site.

## IV. OTHER REQUIREMENT AND CONDITIONS

1. Contractors must do Inspection and actual measurements on all areas where rehabilitation are to be done.
2. The Contractor to secure fencing permit and other clearances from the LGU when necessary.
3. The Contractor shall commence work on the agreed Start Date and shall carry out the work in accordance with the program of work and complete the project within the contract duration as indicated in the TOR.
4. The contractor is required to coordinate all activities and work relative to the project with the DCWD representative for proper monitoring and coordination.
5. The contractor should follow proper security procedures in entering DCWD compound and while inside the compound.
6. Contract should provide all workers with proper safety equipment whichever is applicable (i.e. helmet, harness, gloves, eye shield, safety shoes, etc.)
7. The contractor must conduct a proper planning and safety orientation meeting to all personnel involved prior to commencement.
8. The management will assign the contractor certain rooms or areas where materials and equipment may be stored, but this will be at the contractor's risk as the management will not be liable for any damage or loss.
9. Defects on the constructed fence discovered during Inspection shall be corrected as soon as possible.
10. The cost of any and all rework and/or restoration of damaged properties due to Contractor's poor workmanship or negligence shall be borne by the contractor.
11. To bring to the attention of DCWD any problem/issue that may arise during the fencing.
12. Within ten (10) days from receipt of the completion report, DCWD representative shall conduct post inspection of the constructed/rehabilitated fence together with the contractor representative/s.
13. DCWD shall issue a certificate of completion only after the contractor shall have completed the project in accordance with the TOR/Contract and have validated the project.
14. Contractor shall submit billing statement to DCWD.
15. Bids/Quotation must be inclusive of all taxes applicable.
16. Posting of performance bond.

## V. TERMS OF PAYMENT

- **One-time payment** upon full completion of the project. Payment shall be made by DCWD within thirty (30) days upon submission by the contractor of the completion report, billing statement and issuance by DCWD of the Certificate of Completion.





# DAGUPAN CITY WATER DISTRICT

## VI. CONTRACT DURATION/WORK COMPLETION

1. Work should be completed within **Sixty (60) calendar days** reckoned from the date of receipt of the Notice to Proceed.
2. Works should start from 8:00AM to 5:00PM.

**NOTE:** The following shall not be counted against the Completion Date:

1. Delays due to work stoppage ordered by DCWD;
2. Delays due to force majeure or bad weather conditions preventing the contractor to continue the project. The contractor shall inform DCWD on writing on the work stoppage.

## VII. WARRANTY PROVISIONS:

- The warranty shall be one (1) year on materials and workmanship reckoned from the date of final turnover and acceptance.

## VIII. DEFINITION OF SIMILAR PROJECTS:

- Any fencing projects and building works

## IX. PROJECT LOCATION:

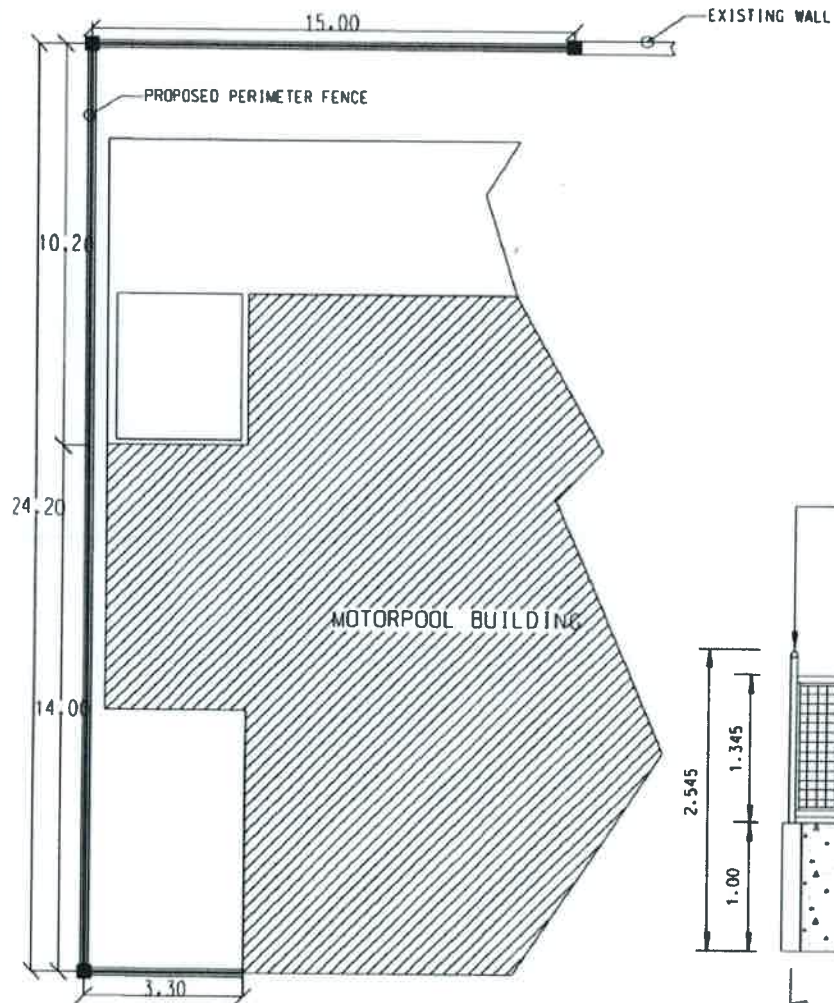
- DCWD Executive Building, Tambac, Dagupan City.

Prepared by:

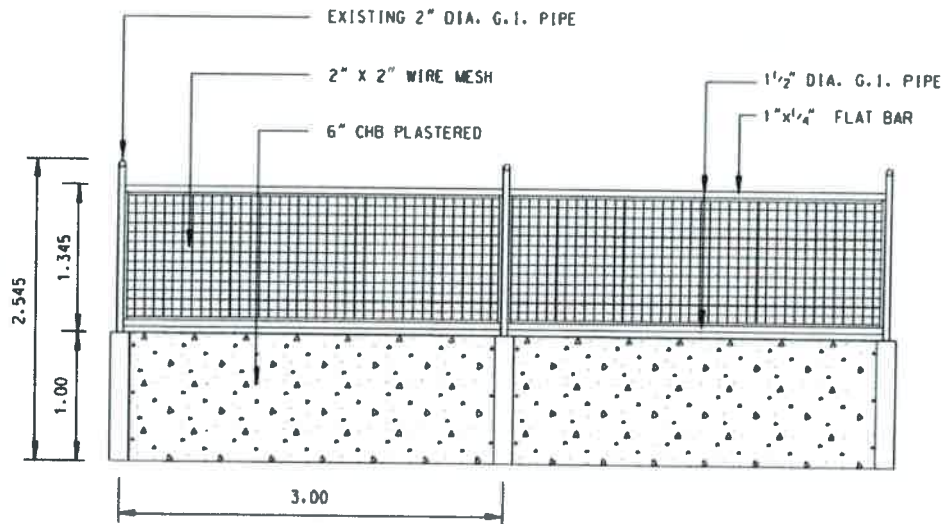
RENATO N. MUNDO  
Division Manager B  
Construction & Maintenance Division

Approved by:

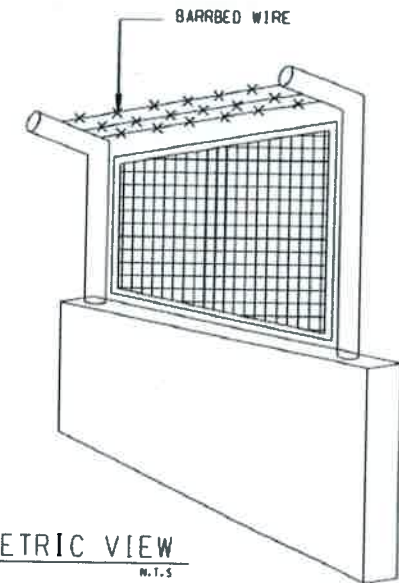
GRETCHEN G. BUENA  
General Manager



INTERIOR PERSPECTIVE  
SCALE N.T.S.



ELEVATION  
SCALE N.T.S.



ISOMETRIC VIEW  
SCALE N.T.S.

PERIMETER FENCE PLAN  
SCALE N.T.S.



DAGUPAN CITY WATER DISTRICT  
DCWD Executive Building, Tambac, Dagupan City

PREPARED BY:  
RONNIE S. SANTIAGO  
Water/Sewerage  
Maintenance Foreman

RECOMMENDING APPROVAL:  
RENATO N. MUNDO  
Division Manager B

APPROVED:  
GRETCHEN G. BUENA  
General Manager

SCALE:  
N.T.S.

PROJECT TITLE: REPAIR/REHABILITATION OF PERIMETER FENCE  
LOCATION: DCWD EXECUTIVE BLDG, TAMBAC, DAGUPAN CITY  
SHEET CONTENT: PLAN, ELEVATION AND PERSPECTIVE

## PRICE QUOTATION

To: **DAGUPAN CITY WATER DISTRICT**  
Tambac District, Dagupan City  
Pangasinan

Having examined the Request for Quotation No. 2025-002, the receipt of which is hereby duly acknowledged, the undersigned offers the **REHABILITATION OF DCWD EXECUTIVE BUILDING PERIMETER FENCE** in conformity with the said Request for Quotation and all other requirements thereof for the sums stated hereunder:

Please quote your **best offer** for the item/s below. Indicate "0" if the item being offered is for free. Indicate "No Bid" if there is no intention to join the Lot.

Lot No.	QTY	ITEM DESCRIPTION	UNIT PRICE	TOTAL BID PRICE
1	1 Lot	Rehabilitation of DCWD Executive Building Perimeter Fence		

**Duration of Work** : 60 calendar days

**Price Validity:** 120 calendar days

**Delivery Point** : DCWD Executive Building

**Warranty Period:** 1 year

\_\_\_\_\_  
Name and Signature of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Email address/es

## BILL OF QUANTITIES

<b>PROJECT TITLE</b>	Proposed Repair/Rehabilitation of Perimeter Fence (Total Area= 102.00 sq.m.)				
<b>LOCATION</b>	DCWD Executive Building, Tambac District, Dagupan City				
<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
I	MOBILIZATION/DEMobilIZATION	1.00	lot		
II	CONCRETE WORKS (Column)	16.00	unit		
III	MASONRY WORKS	37.20	sq.m.		
IV	PLASTERING WORKS	94.00	sq.m.		
V	FABRICATION OF WIRE MESH FENCE & MESH GATE	52.00	sq.m.		
VI	PAINTING WORKS	204.00	sq.m.		
<b>TOTAL PROJECT COST</b>					
<b>TOTAL PRICE IN WORDS:</b>					
_____					
_____					

\_\_\_\_\_  
Signature above Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Date



**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]*