



REPUBLIKA NG PILIPINAS  
KAGAWARAN NG KATARUNGAN  
**PANGASIWAAN SA PATALAAN NG LUPAIN**  
**(LAND REGISTRATION AUTHORITY)**  
East Avenue cor. NIA Road, Diliman, Quezon City

December 16, 2023

REQUEST FOR QUOTATION

The LAND REGISTRATION AUTHORITY (LRA) is inviting all interested Contractors to submit a Quotation for the **Procurement for the Supply and Installation of Pressure Reducer Valve and New Motor Pump including Replacement of Motor Control Panel at the Pump Room Roof Deck of LRA Central office building, Quezon City** subject to the submission of the following requirements:

1. Certified true copy of current Mayor's permit;
2. PhilGEPS registration certificate;
3. Income/Business Tax Return;
4. Omnibus Sworn Statement (Form "C");
5. Quotation (Form "A");
6. Affidavit of Site Inspection; and
7. List of completed and on-going Contracts (Form "B")

Completion of the works is required within Twenty (20) working days from commencement date.


A complete set of Scope of Work, Form B, Form A, Form C and Shop Drawing may be purchased by interested contractors at the BAC Infrastructure Secretariat Office, 5<sup>th</sup> floor, LRA Building corner NIA Road, Diliman, Quezon City, upon payment of a non-refundable fee in the amount of PESOS: ONE THOUSAND (PHP 1,000.00). Deadline for the submission of sealed proposals together with the complete documentary requirements is on **December 22, 4:00 p.m.** at the BAC Secretariat Office, 5<sup>th</sup> floor, LRA building, East Avenue corner NIA Road, Quezon City. Any submission of bid other than to the LRA-BAC Secretariat Office shall not be entertained/admitted.

The Approved Budget for the project is PESOS: **FIVE HUNDRED SIXTY-THREE THOUSAND ONE HUNDRED THIRTY-ONE and 01/100 (P 563,131.01).**

**IMPORTANT TERMS and CONDITIONS**

1. All quotations submitted to this Authority are considered as offer. In the event that quotation is accepted, a Work Order shall be placed with the contractor offering the Single/Lowest complying and responsive bid, therefore, the most advantageous terms to this Authority;
2. Work is subject to inspection and acceptance. Payment shall be in accordance with the usual budgeting, accounting and auditing requirements; and
3. This Authority reserves the right to reject any or all bids or offers and may only accept such offer that it may consider most economical and most advantageous to the Government.

  
**ATTY. TRISTAN E. DE GUZMAN**

Chairman 

Bids and Awards Committee on Infrastructure





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**(LAND REGISTRATION AUTHORITY)**  
East Avenue cor. NIA Road, Diliman, Quezon City

PROJECT : Supply and Installation of Pressure Reducer Valve and New Motor Pump including Replacement of Motor Control Panel at the Pump Room Roof Deck of LRA Central office  
LOCATION : LRA Building, Quezon City  
SUBJECT : SCOPE OF WORKS

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SCOPE OF WORKS AND SPECIFICATION

1. Mobilization/De-Mobilization of personnel, materials, equipments, provision of temporary facilities and utilities and upon completion of work area and disposal of waste materials and debris as to the premises in perfect condition, accepted by LRA.
2. Dismantling of existing two (2) units of motor pumps and motor control panel.
3. Supply, delivery and installation of new Pressure Reducer Valve (PRV). This Include cutting of pipes, installation of new flanges with gaskets and all other accessories and all other accessories to complete the project.
4. Realignment of pipes prior to the installation of new centrifugal pump coupled to motor. This includes all materials and accessories to complete the project.
5. Supply, delivery and installation of two (2) new centrifugal pump coupled to motor in cast iron pump case, with bronze impeller, stainless shaft carbon and ceramic metal seal. The specification of the aforesaid pump and motor should be 7.5 Horsepower (hp), 3 phase, 230V, 60Hz Motor pump, 2 pole, 3450RPM, suction/discharge 1s 1 ½" x 2" or any approved equivalent. This also includes all other accessories to complete the project.
6. Supply, delivery and installation of two (2) new motor control panel in NEMA 3R Enclosure. The specification of the new motor panel should be 2 x 7.5hp 220Vac 3 Phase, with hand/automatic mode, single operation/alternate function, power on/off/trip indicator with protection of dry run level, over/under voltage, phase loss detection and phase reversal protection or any approved equivalent. This also includes all materials and accessories to complete the project.
7. Supply, delivery, re-wiring and Installation of power supply for the two (2) units of new centrifugal pump coupled to motor. This includes set of panel box NEMA 3R enclosure with 40 amperes circuit breaker in molded case, 22 kilo ampere Interrupting Capacity (KAIC), 5.5mm<sup>2</sup> THHN wire.
8. Testing, commissioning and proper calibration of motor panel including proper sequence/switching of motor pumps.
9. Site visit is required.

WORK DURATION: Twenty (20) Working days.





(Form "B")

PROJECT : Procurement for the Supply and Installation of Pressure Reducer Valve and New Motor Pump including Replacement of Motor Control Panel at the Pump Room Roof Deck of LRA Central office building, Quezon City  
LOCATION : LRA Central office building, Quezon City  
SUBJECT : LIST OF COMPLETED AND ON-GOING CONTRACTS

Name of Contract	Date of Contract	Contract Duration	Owner's name and address	Nature of Work	Total Contract Value	Date of Completion of Estimated Completion date	Value of Outstanding Works, If applicable	Remarks

Submitted by:

\_\_\_\_\_  
(Name and Signature of Bidder)

\_\_\_\_\_  
(Company)

\_\_\_\_\_  
(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, 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, 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, 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]*



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**(LAND REGISTRATION AUTHORITY)**  
 East Avenue cor. NIA Road  
 Quezon City

**MEMORANDUM**

**FOR :** Hon. GERARDO PANGA SIRIOS  
 Administrator

**SUBJECT :** RECOMMENDATION TO APPROVE THE PROPOSED  
 PROCUREMENT OF SUPPLY & INSTALLATION OF PRESSURE  
 REDUCER VALVE AND NEW MOTOR PUMP INCLUDING  
 REPLACEMENT OF MOTOR CONTROL PANEL AT THE PUMP ROOM  
 ROOF DECK OF CENTRAL OFFICE BUILDING

**DATE :** DECEMBER 14, 2023


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This is to respectfully recommend the approval of the proposed procurement of supply, delivery, and installation of pressure reducer valve and new motor pump including replacement of motor control panel at the pump room roof deck of Central Office Building in the total amount of **PESOS: FIVE HUNDRED SIXTY-THREE THOUSAND AND ONE HUNDRED THIRTY-ONE PESOS AND 1/100 PESOS ONLY (P 563,131.01)**.

Attached herewith are the Scope of Works and Bill of Quantities for your reference.

For his Honor's consideration,

Prepared by:

  
**GERALD GIL J. CAPOQUIAN**  
 Engineer II, General Services Division

Indorsed by:

  
**RONALDO C. APILADO**  
 Engineer III  
 General Services Division

  
**GLORIETA P. LACAMBRA**  
 Acting Chief, General Services Division  
 As per AO No. 2023-29 dated Feb. 3, 2023

Recommending Approval:

  
**TRISTAN E. DE GUZMAN**  
 Director, Administrative Service


Approved:

**GERARDO PANGA SIRIOS**  
 Administrator 

PROJECT : SUPPLY & INSTALLATION OF PRESSURE REDUCER VALVE AND NEW MOTOR PUMP INCLUDING REPLACEMENT OF MOTOR CONTROL PANEL AT THE PUMP ROOM ROOF DECK OF CENTRAL OFFICE BUILDING  
 LOCATION : EAST AVE. COR NIA ROAD, DILIMAN QUEZON CITY  
 SUBJECT : BILL OF QUANTITIES AND COST ESTIMATES  
 DATE : DECEMBER 14, 2023  
 AMOUNT : PhP 563,131.01


ITEM	DESCRIPTION	UNIT	QUANTITY	DIRECT COST	INDIRECT COST	AMOUNT
I	<b>GENERAL REQUIREMENT</b>					
1.00	Mobilization/Demobilization	lot	1.00	10,000.00	10,000.00	10,000.00
	<b>Sub-total for Item I</b>				PhP	10,000.00
II	<b>PRESSURE REDUCER VALVE w/ COMPLETE ACCESSORIES</b>					
2.00	Supply and Installation of Pressure Reducer Valve Incl. B.I. Flanges	lot	1.00	50,617.32	20,246.93	70,864.25
	<b>Sub-total for Item II</b>				PhP	70,864.25
III	<b>PUMP MOTOR w/ COMPLETE ACCESSORIES</b>					
3.00	Supply and Installation of Motor Pump (included realignment of pipes before installation of new pumps)	units	2.00	115,857.20	46,342.88	324,400.16
	<b>Sub-total for Item III</b>				PhP	324,400.16
IV	<b>MOTOR CONTROL PANEL &amp; POWER SUPPLY</b>					
4.00	Supply and Installation of Motor Control Panel	unif	1.00	75,143.00	30,057.20	105,200.20
5.00	Supply, delivery, and installation of new power supply for the pump motor and motor control	lot	1.00	22,618.86	9,047.54	31,666.40
	<b>Sub-total for Item IV</b>				PhP	136,866.60
V	<b>ALL OTHER ITEMS NOT INCLUDED HEREIN BUT NECESSARY TO COMPLETE THE PROJECT, PLEASE SPECIFY</b>					
6.00	Overall testing, commissioning, and calibration	lot	1.00	21,000.00	21,000.00	21,000.00
	<b>Sub-total for Item V</b>				PhP	21,000.00
	<b>PROJECT TOTAL COST</b>				PhP	563,131.01

Prepared by:

  
**GERALD GIL J. CAPOQUIAN**  
 Engineer II, General Services Division

Indorsed by:

  
**RONALDO C. ARILADO**  
 Engineer III  
 General Services Division

  
**GLORIETTA R. LACAMBRA**  
 Acting Chief, General Services Division  
 As per AO No. 2023-29 dated Feb. 3, 2023

Recommending Approval:

  
**TRISTAN E. DE GUZMAN**  
 Director, Administrative Service

Approved:

**GERARDO PANGA SIRIOS**  
 Administrator 




**PROJECT** : SUPPLY & INSTALLATION OF PRESSURE REDUCER VALVE AND  
NEW MOTOR PUMP INCLUDING REPLACEMENT OF MOTOR  
CONTROL PANEL AT THE PUMP ROOM ROOF DECK OF  
CENTRAL OFFICE BUILDING  
**LOCATION** : EAST AVE. COR NIA ROAD, DILIMAN QUEZON CITY  
**SUBJECT** : SCOPE OF WORKS  
**DATE** : DECEMBER 14, 2023

#### SCOPE OF WORKS

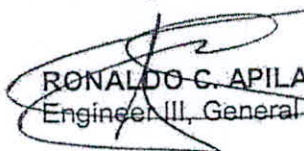
- 1.0. Mobilization/Demobilization of personnel, materials, equipment, provision of temporary facilities and utilities and upon completion cleaning of the work area and disposal of waste materials and debris to leave the premises in perfect condition, accepted by LRA.
- 2.0. Dismantling of existing two (2) units of motor pumps and motor control panel.
- 3.0. Supply, delivery, and installation of new Pressure Reducer Valve (PRV). This includes cutting of pipe, installation of new flanges with gaskets, and all other accessories to complete the project.
- 4.0. Realignment of pipes prior to the installation of new centrifugal pump coupled to motors. This includes all materials and accessories to complete the project.
- 5.0. Supply, delivery, and installation of two (2) new centrifugal pump coupled to motor in cast iron pump case, with bronze impeller, stainless shaft carbon, and ceramic metal seal. The specification of the aforesaid pump and motor should be 7.5 Horsepower (hp), 3 phase, 230V, 60Hz Motor pump, 2 pole, 3450RPM, suction/discharge is 1 1/2" x 2" or any approved equivalent. This also includes all other accessories to complete the project.
- 6.0. Supply, delivery, and installation of new motor control panel in NEMA 3R Enclosure. The specification of the new motor control panel should be 2x7.5hp 220Vac 3 phase, w/ hand/automatic mode, single operation/ alternate function, power on/off/trip indicator, with protection of dry run level, over/under voltage, phase loss detection, and phase reversal protection, or any approved equivalent. This also includes all other accessories to complete the project.
- 7.0. Supply, delivery, re-wiring, and installation of power supply for the two (2) units of new centrifugal pump coupled to motor. This includes set of panel box of NEMA 3R enclosure with 40 amperes circuit breaker in molded case, 22 Kilo Ampere Interrupting Capacity (KAIC), 5.5mm<sup>2</sup> THHN wire.
- 8.0. Testing, commissioning, and proper calibration of motor control panel including proper sequence/switching of motor pumps.
- 9.0. Site visit is required.

**WORK DURATION:** Twenty (20) Working Days

Prepared by:

  
**GERALD GIL J. CAPOQUIAN**  
Engineer II, General Services Division

Noted by:

  
**RONALDO C. APILADO**  
Engineer III, General Services Division



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(LAND REGISTRATION AUTHORITY)  
East Avenue cor. NIA Road  
Quezon City

December 14, 2023

**GLORIETA P. LACAMBRA**  
Acting Chief  
**General Services Division**  
This Authority

Ma'am:

Forwarding herewith the Bill of Materials, Scope of Works for the supply, delivery, and installation of pressure reducer valve and new motor pump including replacement of motor control panel at the pump room roof deck of Central Office Building.

Very truly yours,

  
**GERALD GIL J. CAPOQUIAN**  
Engineer II, General Services Department

