



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

March 01, 2024

REQUEST FOR QUOTATION

The LAND REGISTRATION AUTHORITY (LRA) is inviting all interested Contractors to submit a Quotation for the **Procurement for the Repair/Refurbishment/ Replacement of existing Glass Doors at LRA Central office building** subject to the submission of the following requirements:

1. Certified true copy of current Mayor's permit;
2. Phil GEPS 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, 5th 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 **March 08, 2024, 4:00 p.m.** at the BAC Secretariat Office, 5th 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: EIGHT HUNDRED THIRTY-TWO THOUSAND NINE HUNDRED SEVENTY and 00/100 (P 832,970.00).**

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



PROJECT : REPAIR/REFURBISHMENT/ REPLACEMENT OF EXISTING DILAPIDATED
GLASS DOORS AT LRA CENTRAL OFFICE BUILDING
LOCATION : EAST AVE. COR NIA ROAD, DILIMAN QUEZON CITY

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	AMOUNT
I	GENERAL REQUIREMENTS				
1.00	Mobilization/Demobilization	lot	1.00		
	Sub-total for Item I				PhP
II	DISMANTLING WORKS				
2.00	Dismantling of Existing aluminum-framed glass doors at LG & UG	lot	1.00		
3.00	Dismantling of existing bronze glass UG & 2nd floor balcony railings	lot	1.00		
	Sub-total for Item II				PhP
III	GLASS DOOR WORKS				
	LOWER GROUND FLOOR				
4.00	Double panel aluminum-framed glass doors (complete set and accessories) Door opening Dimension: 1800mm x 2100mm opening	set/s	3.00		
5.00	Single panel Aluminum-framed glass door (complete set and accessories) Door opening Dimension: 900mm x 2100mm opening	set/s	1.00		
6.00	Installation of additional middle partition and new 6mm THK Bronze glass in the existing transom window Transom window opening Dimension: 1800mm x 2100mm	set/s	3.00		
	UPPER GROUND FLOOR				
7.00	Double panel aluminum-framed glass doors (complete set and accessories) Door opening Dimension: 1800mm x 2100mm opening	set/s	2.00		
8.00	Repair/Refurbishment of existing double panel aluminum-framed glass doors	set/s	2.00		
	2ND FLOOR				
9.00	Repair/Refurbishment of existing double panel aluminum-framed glass doors	set/s	2.00		
	3RD FLOOR				
10.00	Repair/Refurbishment of existing double panel aluminum-framed glass doors	set/s	2.00		
	4TH FLOOR				
11.00	Repair/Refurbishment of existing double panel aluminum-framed glass doors	set/s	2.00		
	Sub-total for Item III				PhP
IV	REPLACEMENT OF TEMPERED GLASS IN THE BALCONY RAILINGS				
12.00	900mm x 600mm x 12mm THK Bronze Tempered Glass at UG	pcs	15.00		
13.00	900mm x 600mm x 12mm THK Bronze Tempered Glass at 2nd	pcs	15.00		
	Sub-total for Item IV				PhP
V	ALL OTHER ITEMS NOT INCLUDED HEREIN BUT NECESSARY TO COMPLETE THE PROJECT, PLEASE SPECIFY				
1.00					
2.00					
3.00					
	Sub-total for Item V				PhP
	PROJECT TOTAL COST				PhP

BID AMOUNT IN WORDS

Submitted by:

Name of Company

by:

Name & Signature of Authorized Representative

Date

PROJECT : REPAIR/REFURBISHMENT/ REPLACEMENT OF EXISTING DILAPIDATED
GLASS DOORS AT LRA CENTRAL BUILDING
LOCATION : EAST AVE. COR NIA ROAD, DILIMAN QUEZON CITY

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 dilapidated aluminum-framed glass doors, overhead transom windows, and tempered glass in the UG and 2nd floor balcony railings. Eleven (11) glass doors, three (3) overhead transom windows, and thirty (30) 600mm x 900mm tempered glass in both UG and 2nd floor balcony railings are to be dismantled.
- 3.0. Supply, delivery, and installation of Five (5) sets of new Double-Panel Aluminum Framed Glass Doors with complete accessories (3 sets for lower ground floor, and 2 sets for upper ground floor). The aforesaid door is in Analok aluminum frame with 6mm THK Bronze Glass, Concealed Overhead Door Closer, and door handle, or any approved equivalent. This also includes all other materials and accessories necessary to complete the project. The door opening dimensions of all three provided are 1800mm x 2100mm (verify actual measurements).
- 4.0. Supply, delivery, and installation of One (1) set of new Single-Panel Aluminum Framed Glass Doors with complete accessories for the lower ground floor. The aforesaid door is in Analok aluminum frame with 6mm THK Bronze Glass, Concealed Overhead Door Closer, and door handle or any approved equivalent. This also includes all other materials and accessories necessary to complete the project. The door opening dimension provided is 900mm x 2100mm (verify actual measurements).
- 5.0. Supply, delivery, and installation of three (3) additional analok aluminum middle partition in the existing transom window and new 6mm THK Bronze Glass. The transom window glass dimension is 900mm x 550mm x 6mm THK Bronze Glass (verify actual dimensions).
- 6.0. Repair/refurbishment of eight (8) sets of existing double-panel aluminum-framed glass door at Upper Ground (UG) floor, second (2nd) floor, third (3rd) floor, and fourth (4th) floor. This involves replacement of all the elements needed for the door to be functional including bronze fix glass, concealed overhead door closer, threshold, lockset, flush bolt, door mohair, and all other materials and accessories necessary to complete the project.
- 7.0. Replacement of tempered glass in the balcony railings of both Upper Ground (UG) floor and second (2nd) floor. This includes supply, delivery and installation of 900mm x 600mm Bronze Tempered glass, and all other materials and accessories necessary to complete the project.
- 8.0. Site visit is required before, during, and after installation up until the completion of project.

WORK DURATION: Twenty (20) Working Days

PROJECT : Procurement for the Repair/Refurbishment/ Replacement of existing Glass Doors at LRA Central office building
LOCATION : LRA Central office, 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]