



**REQUEST FOR QUOTATION**

**SVP No. 2023 – 006**

09 March 2023

The People's Television Network, Inc. (PTNI), through its Bids and Awards Committee (BAC), invites interested bidders for the Small Value Procurement of **One (1) Lot Supply of Labor, Materials, Services for Septic Tank General Cleaning and Siphoning of Liquid and Semi Solid Waste, Manual Cleaning and De-clogging of Drainage Pipeline at Parking Lot for PTNI Manila.** The details of the project are as follows:

A. Name of the Project	One (1) Lot Supply of Labor, Materials, Services for Septic Tank General Cleaning and Siphoning of Liquid and Semi Solid Waste, Manual Cleaning and De-clogging of Drainage Pipeline at Parking Lot for PTNI Manila
B. Source of Fund:	Corporate Budget
C. Approved Budget for the Contract (ABC):	Two Hundred Thirty-Three Thousand Three Hundred Pesos Only (Php233,300.00)
D. Mode of Procurement:	Procurement will be conducted in accordance with Sec.53.9 (Small Value Procurement) of the Revised Implementing Rules and Regulations of Republic Act 9184, otherwise known as "The Government Procurement Reform Act"
<p>E. Documentary Requirements:</p> <p>Copies of the following eligibility requirements are also required to be submitted along With your quotation/proposal:</p> <ol style="list-style-type: none"> <li>1. <b>Mayor's/Business Permit (2023) or Official Receipt</b></li> <li>2. <b>PhilGEPS Registration Certificate</b></li> <li>3. <b>Income/Business Tax Return (2021)</b></li> <li>4. <b>Omnibus Sworn Statement (duly signed); and if applicable:</b>  -Notarized Secretary's Certificate in case of corporation, partnership, or cooperative.</li> </ol> <p><b><i>*only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.</i></b></p>	



PEOPLE'S TELEVISION  
P A R A S A B A Y A N

**Only Sealed bids / quotations** from the eligible bidders will be opened and a contract will only be awarded to the Lowest Calculated and Responsive Bidder who was determined as such during post qualification.

**Payment:** within 30 calendar days after completion and acceptance.

**Price Validity:** *All price quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.*

**Delivery Period:** Within four (4) calendar days (Saturday & Sunday only) from receipt of Notice to Proceed

F. Description:

One (1) Lot Supply of Labor, Materials, Services for Septic Tank General Cleaning and Siphoning of Liquid and Semi Solid Waste, Manual Cleaning and De-clogging of Drainage Pipeline at Parking Lot for PTNI Manila

\*Please see attached for the Terms / Scope of works

Bids received in excess of the ABC shall be automatically rejected at the opening of quotations.

**Sealed quotations may be submitted on or before 10:00am, 16 March 2023, at the Purchasing Office, Broadcast Complex, Visayas Avenue, Diliman, Quezon City.**

The PTNI reserves the right to accept or reject any bid to annul the bidding process and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

  
**MARIE THERESE D. NICOLAS**  
Chairperson, BAC II-SVP

## TERMS/SCOPE OF WORKS

### One (1) Lot Supply of Labor, Materials, Services for Septic Tank General Cleaning and Siphoning of Liquid and Semi Solid Waste. Manual Clearing and De-clogging of Drainage Pipeline at Parking lot for the People's Television Network Inc.

#### I. Objectives

Septic Tank Maintenance ensures optimal functionality, performance, efficient and effective of treating wastewater.

De-clogging of drainage system is to ensure the parking are protected from flooding in major storms, overflow paths for all surface flows. Ensure drainage pipe have sufficient capacity to convey minor storm.

#### II. Service Description

Quantity	Service Description
1 lot	<ol style="list-style-type: none"><li>1. 4 Storage Septic Tank<ol style="list-style-type: none"><li>a. For Siphoning and General Cleaning</li></ol></li><li>2. 20 Manhole (drainage)<ol style="list-style-type: none"><li>a. For De-clogging and clearing of solid waste</li><li>b. Replacement of manhole cover if necessary</li></ol></li></ol>

#### III. Scope of Work

##### Septic Tank

1. Siphoning of Septic Tank
2. Manual cleaning, Hauling of solid garbage inside the tank
3. Waste must be place in proper bin and disposed by the service provider
4. Replace septic tank manhole/cover if broken

##### De-clogging of Drainage System

1. De-clogging of Drainage System
2. Clearing of solid waste inside the concrete pipe (sand, debris, etc.)
3. Using of de-clogging machine if necessary
4. Replace drainage cover/manhole if broken
5. Testing and Commissioning

#### IV. Area Survey

1. Survey is required to be able to quote correctly
2. Secure Work/Entry Permit before the schedule of survey (coordinate with the Purchasing dept.)
3. Present BHERT certificate and vaccination card during survey

**V. Provision**

1. Coordinate in End-User with regards on the project/services before to proceed on the area.
2. Services should be conducted on Weekends (Sat. & Sunday only) to avoid inconvenience to office and broadcast operation.
3. All waste from the septic tank and Concrete pipe for disposal shall be dispose by the service provider
4. Provide thick metal plate cover for drainage and septic tank manhole if the concrete cover is not ready.
5. The service provider is responsible any unforeseen damages during the services period.
6. Always cleanup the workplace before leaving the area
7. Always observed Safety Health Protocol

**VI. Warranty**

One (1) month warranty on service and workmanship

**VII. Delivery of Services**

Four (4) days Saturday and Sundays only

**VIII. Terms of Payment**

30 days upon completion of services

**IX. Health Protocol**

1. Submit Photocopy of vaccination/Booster card
2. Wearing of Facemask at all times in the building premises.

Prepared by:

  
**Melandro Royulada**  
Electrical Engineer

Noted by:

  
**Dodgie Fruelda**  
Building & Grounds Unit