

June 19, 2025

P-RFQ No. 2025-080

## REQUEST FOR QUOTATION

### HEAVY EQUIPMENT RENTAL FOR TWELVE (12) SIDESTREET EXPANSION PROJECTS (BRGY. REQUESTS) OF 2025 (CONST-2025-06-012)

The Santa Maria Water District (SMWD) hereinafter referred to as “the Purchaser”, through its Bids and Awards Committee (BAC), invite interested parties to submit price quotation for the project, **“HEAVY EQUIPMENT RENTAL FOR TWELVE (12) SIDESTREET EXPANSION PROJECTS (BRGY. REQUESTS) OF 2025”** through Small Value Procurement (Sec. 34 of R.A. No. 12009) with Approved Budget for the Contract (ABC) of Five Hundred Thirteen Thousand Two Hundred Forty Pesos Only (**₱513,240.00**).

	Description	Qty	Unit	Unit Cost	Total Amount
1	<b>MINI BACKHOE</b> (for concrete breaking)	329	HR		
	*** please see attached terms of reference ***				

The Terms of Reference (TOR) has been attached hereto and shall form part of the Contract Agreement. The project coverage, scope of work, qualifications (heavy equipment and operator), payment rate and schedule, duration of the project and general conditions are stated therein. Any stipulations in the general conditions shall be complied with.

Procurement procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 12009 (Government Procurement Reform Act).

It is the intent of the Purchaser to evaluate the quotation for the item and award will be made to the quotation resulting in the overall lowest cost.

Pursuant to Appendix A “Documentary Requirement for Alternative Methods of Procurement of Annex “H: of 2016 revised IRR of RA No. 9184, the following documents are required to be submitted along with your quotation/proposal.

1. PhilGEPS Registration Number
2. Mayor's/Business Permit
3. Omnibus Sworn Statement – an unnotarized omnibus sworn statement can be submitted along with the quotation/proposal provided that a notarized copy shall be submitted prior to confirmation of the award by the supplier/contractor.
4. Income/Business Tax Return

Additional Requirements to be Submitted along with your quotation/proposal:

1. Photo Copy of Sample Sales/Service Invoice (SI)
2. Certificate of Registration (BIR FORM 2303)
3. Tax Clearance

Failure to meet any one of the aforementioned requirements will result to rejection of your proposal/quotation.





Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the project site if the contract is awarded. Quotations exceeding the Approved Budget for the Contract shall be rejected.

Payment shall be through check and advance payment is not allowed.

The duly accomplished quotation form may be typewritten or handwritten and may be placed in sealed envelope marked **HEAVY EQUIPMENT RENTAL FOR TWELVE (12) SIDESTREET EXPANSION PROJECTS (BRGY. REQUESTS) OF 2025** (RFQ No. 2025-080) and must be submitted on or before **June 25, 2025, 11:00AM** at the SMWD main office. It may also be sent via electronic mail on our official email address at [smwdbulacan@yahoo.com](mailto:smwdbulacan@yahoo.com) on the specified time stated above and address to the **BAC Chairperson, Maria Leonora S. Romarate**.

Quotations shall be valid for thirty (30) calendar days from the deadline of submission of the same.

PROJECT SITE: 1. Malaganit Street, Brgy. Camangyanan, Santa Maria, Bulacan  
2. F. Guballa Street, Brgy. Cay Pombo, Santa Maria, Bulacan  
3. Gravador Street, Brgy. Guyong, Santa Maria, Bulacan  
4. Gulod Street, Brgy. Lalakhan, Santa Maria, Bulacan  
5. Gubat Street, Brgy. Parada, Santa Maria, Bulacan  
6. Sitio Matahimik, Brgy. Parada, Santa Maria, Bulacan  
7. Housing Project Sidestreet, Brgy. Santa Cruz, Santa Maria, Bulacan  
8. Sitio Bukid, Brgy. Brgy. Santa Cruz, Santa Maria, Bulacan  
9. Kalye Onse, Brgy. San Vicente, Santa Maria, Bulacan  
10. T.M. Salazar Street, Brgy. Brgy. Santo Tomas, Santa Maria, Bulacan  
11. Lucio Compound, Brgy. San Vicente, Santa Maria, Bulacan  
12. Amplaya Street, Brgy. Tumana, Santa Maria, Bulacan  
13. Any additional pipelaying projects that will be implemented during the contract period with an approved Program of Works (POW).

The Santa Maria Water District reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected supplier or suppliers. SMWD also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to the government.

Prepared by:

Sgd  
**Romel P. Lazaga**  
Procurement Analyst

Noted by:

Sgd  
**Maria Leonora S. Romarate**  
BAC Chairperson



**TERMS OF REFERENCE FOR THE HEAVY EQUIPMENT RENTAL FOR TWELVE  
(12) SIDESTREET EXPANSION PROJECTS (BRGY. REQUESTS) OF 2025**

**I. OBJECTIVE**

The Santa Maria Water District (SMWD) intends to engage the service of a Supplier/Bidder with the necessary expertise, experience and capacity to provide the needs of SMWD for the *Pipelaying Projects of 2025*.

**II. APPROVED BUDGET FOR THE CONTRACT (HEAVY EQUIPMENT RENTAL)**

The approved budget for the contract is Five Hundred Thirteen Thousand Two Hundred Twenty-Four Pesos Only (₱ 513,240.00).

**III. PROJECT COVERAGE**

1. Brgy. Camangyanan, Malaganit Street Sidestreet Extension Project.
2. Brgy. Caypombo, F. Guballa Street Sidestreet Extension Project.
3. Brgy. Guyong, Gravador Street Sidestreet Extension Project.
4. Brgy. Lalakhan, Gulod Street Sidestreet Extension Project.
5. Brgy. Parada, Gubat Street Sidestreet Extension Project.
6. Brgy. Parada, Sitio Matahimik Sidestreet Extension Project.
7. Brgy. Santa Cruz, Housing Project Sidestreet Extension Project.
8. Brgy. Santa Cruz, Sitio Bukid Extension Sidestreet Extension Project.
9. Brgy. San Vicente, Kalye Onse Sidestreet Extension Project.
10. Brgy. Santo Tomas, T.M. Salazar Street Sidestreet Extension Project.
11. Brgy. San Vicente, Lucio Compound Sidestreet Extension Project.
12. Brgy. Tumana, Ampalaya Street Sidestreet Extension Project.
13. And any additional *pipelaying projects* that will be implemented during the contract period with an approved *Program of Works (POW)*.

**IV. SCOPE OF WORK**

1. The Mini Back hoe shall be used for breaking of the concrete pavements and the Mini Dump Truck shall be used for hauling of the excess backfill materials from the project sites to the designated dumping area.

**V. QUALIFICATIONS (HEAVY EQUIPMENT & OPERATOR)**

1. Duly licensed Filipino citizen/sole proprietorships;
2. Duly registered business with the local and national government units;
3. Heavy Equipment Operator must possess a valid National Certificate II
4. Safety Inspection and Maintenance log book of the equipment must be submitted

TOR - Heavy Equipment Rental for Twelve (12) Sidestreet Expansion Projects  
(Brgy. Requests) of 2025 Page 1 of 3





5. Available units of heavy equipment in case of equipment breakdown or any fortuitous events.

## VI. PAYMENT RATE AND SCHEDULE

1. The Contractor shall submit its progress report to the assigned Engineer of the Santa Maria Water District for *the project* in a bi-monthly basis in accordance on its progress billings.
2. The rate is based on a daily basis with at least eight (8) service hours; Excess hours shall be paid with the corresponding overtime rate of the contractor or as provided for under existing labor laws.
3. The Santa Maria Water District shall pay the Contractor via check payment, within (30) working days upon receipt of the billing notice from the latter with reference to progress its report.

## VII. DURATION OF THE PROJECT

The project is scheduled to start on *July 01, 2025 (Tuesday)* and it's the target completion date is on *December 31, 2025 (Wednesday)*. The contract shall be valid for one (1) year, which then shall end on July 01, 2026 (Wednesday).

## VIII. GENERAL CONDITIONS

1. The cost of mobilizing the equipment to and from the job site shall be for the account of the contractor.
2. The driver's wage shall be for the account of the contractor.
3. All consumables including fuels, oils and other expenses are for the account of the contractor.
4. The equipment shall be under the full control and supervision of the contractor.
5. The contractor shall be responsible for the proper disposal of all debris/excess materials found or as a result of the implementation of the project or work.
6. The contractor shall closely coordinate with the Santa Maria Water District with regard to the project or work.
7. Work shall start at 8:00 in the morning and shall end at 5:00 in the afternoon, extension of working hours shall be done when the need arises.
8. This Terms of Reference shall be deemed an integral part of the bid.

TOR - Heavy Equipment Rental for Twelve (12) Sidestreet Expansion Projects  
(Copy. Requests) of 2025  
Page 2 of 3





## Santa Maria WATER DISTRICT

9. Any dispute or disagreement in the interpretation or implementation of this contract shall be settled thru arbitration in accordance with the existing laws and regulations.
10. That the Santa Maria Water District reserves the right to terminate the service of the contractor at any time prior the completion of the contract period. Whenever the contractor has failed to comply with the standards and specifications as set by SMWD.
11. SMWD reserves the right to reject any or all quotations/bid, to annul the procurement process, to reject all quotations/bids at any time prior to contract award, without hereby incurring any liability to the affected bidder(s), and to accept only the offer that is most advantageous to the government.

Prepared by:

Sgd *6/10/25*  
**Engr. Christian A. Reyes**  
Senior Engineer A – Construction Division

Reviewed by:

Sgd *6/11/2025*  
**Ms. Maria Leonora S. Romarate**  
Division Manager/BAC Chairperson

Approved by:

Sgd  
**Engr. Carlos N. Santos Jr.**  
General Manager *6/16/25*

### CONFORME:

Signature over printed name of the Contractor: \_\_\_\_\_

Company Represented: \_\_\_\_\_

Date Received: \_\_\_\_\_

*TOR - Heavy Equipment Rental for Twelve (12) Sidestreet Expansion  
Projects (Req. Requests) of 2025*

Page 3 of 3

