

REQUEST FOR QUOTATION

REFERENCE NO.: **MR26-02-026**

We are inviting all interested contractors/suppliers to submit their best quotation for the **PROCUREMENT FOR THE SUPPLY OF LABOR AND TOOLS FOR THE CLEARING, GRUBBING, AND MAINTENANCE OF THE 12,687 SQ.M. LAND, NDC PROPERTY LOCATED AT MACAPAGAL AVE. COR. SEASIDE BLVD., BLOCK D., PASAY CITY:**

I. OVERVIEW

The National Development Company (NDC) requires the procurement of labor and tools for the **biannual clearing, grubbing, and maintenance** of its 12,687 sq.m. property located at Pres. D. Macapagal Blvd. cor. Seaside Blvd., Block D, Pasay City (the "Project"). This maintenance is part of routine safety measures to prevent incidents such as fire and other hazards.

II. MOBILIZATION & DEMOBILIZATION

The Contractor shall be responsible for:

- a. Mobilization and demobilization of all equipment, machinery, personnel, tools, and other facilities necessary for the completion of the Project at the job site.
- b. Securing all required permits and licenses applicable to the work.

III. SCOPE OF WORK

- a. Clearing and grubbing shall include the removal and uprooting of all tagged trees, stumps, roots, logs, shrubs, grass, weeds, fallen timber, and other surface litter.
- b. Proper on-site disposal of debris must be observed, including stockpiling and segregation.
- c. Burning of debris is strictly prohibited.
- d. The area must be left clean and orderly upon completion of works.

IV. OTHER TERMS

- a. The Contractor shall install board-ups and signages as required or necessary.
- b. Safety measures must be implemented and maintained during operations to protect pedestrians, bystanders, and vehicles.
- c. The Contractor is responsible for repairing any damage to NDC or third-party properties caused during the works.
- d. The Contractor shall maintain cleanliness of the job site surroundings before, during, and after the works.
- e. The Contractor shall provide all necessary labor, equipment, tools, machines, materials, and other consumables to complete the works.
- f. Properties, structures, and trees tagged by NDC to be retained shall be properly maintained by the Contractor.
- g. All permits required for the work shall be obtained and shouldered by the Contractor.

V. MINIMUM REQUIREMENTS

Labor and Tools

Description	Qty	Unit
Labor		
Leadman	1	Man
Labor / Helper	10	Man
Tools		
Grass-cutter	3	sets
Steel bolo / Axe	7	units
Rake	5	units
Other tools deemed as necessary/needed		

Use of machinery or other equipment is allowed provided there is **no additional cost** to NDC. Permits for such equipment shall be the sole responsibility of the Contractor.

VI. TIMETABLE AND CONTRACT COST

The Project shall be conducted twice annually, with each cleaning session not exceeding **fifteen (15) calendar days**.

Approved Budget for the Contract (ABC): FOUR HUNDRED THOUSAND PESOS (P400,000.00)

TERMS OF PAYMENT:

Item	Deliverable	Duration (max days)	% of Contract Amount
1	First Cleaning Session	15	50%
2	Second Cleaning Session	15	50%

The Contractor will be notified by NDC of the schedule for each session.

Approved Budget : P400,000.00 (VAT Inclusive)

Submission of Quotation and : March 9, 2026

Mode of Procurement : Small Value Procurement

Eligibility Requirements :

1. Valid or Current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Certificate (certified true copy) or PhilGEPS Registration Number
3. Omnibus Sworn Statement (Notarized and accordance with GPPB Circular 04-2020 dated September 16, 2020)

Note: In lieu of the Mayor's Permit and PhilGEPS Registration Number, you may submit a valid Certificate of PhilGEPS Registration (Platinum Membership).

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

BIDS AND AWARDS COMMITTEE

National Development Company
7/F NDC Building, 116 Tordesillas St.
Salcedo Village, Makati City
Fax: 8840-4862
Attention: BAC Secretariat

Reference Number: MR26-02-026

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment – Government Terms
2. Delivery Period – The Project shall be conducted twice annually, with each cleaning session not exceeding fifteen (15) calendar days.

(signed)

AGM LEOPOLDO JOHN F. ACOT

Chairperson, Bids and Awards Committee