University of Science and Technology of Southern Philippines

INVITATION /REQUEST FOR SUBMISSION OF PRICE QUOTATION
Posted in PhilGEPS Website/Conspicuous Place at the Procuring Entity

The University of Science & Technology of Southern Philippines, through the Bids and Awards Committee (BAC) hereby invites interested parties to submit quotation for the procurement of the following item:

Reference No.	Qty.	Unit	Specification/Description	Budget for the Contract	Mode of Procurement
CDO-SVP-2026-0394	Please see the details on the attached RFQ.	Please see the details on the attached RFQ.	**Procurement of Declogging/Dredging of Drainage System and Cleaning of Cisterns and Overhead Tanks**	300,000.00	Small Value Procurement - Section 34, Rule IV, IRR of R.A. No. 12009

Deadline for the submission of quotation is on Monday, November 16, 2026 at 12:00 noon at the Procurement Unit, 2nd Floor, USTP Gymnasium building. You may submit your quotation through email: bacsec@ustp.edu.ph or call our telephone number 856-1738 Local 1164 or through personal delivery in a sealed envelope.

The University of Science & Technology of Southern Philippines reserves the right to accept or reject any or all bids / price quotations, to annul the process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

(SGD.)
ATTY. JONATHAN S. OCHE, DPA
BAC I CHAIRPERSON

University of Science and Technology of Southern Philippines

Date: **November 6, 2026**
Quotation No: **CDO-SVP-2026-0394**
Project Name: **Procurement of Declogging/Dredging of Drainage System and Cleaning of Cisterns and Overhead Tanks**

The Manager

_____
Business/Trade/Store Name

_____
Address

Please quote your lowest price on the item/s listed below, subject to the general conditions below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **Monday, November 16, 2026 at 12:00 noon.**

(SGD.)
ATTY. JONATHAN S. OCHE, DPA
BAC I, CHAIRPERSON

NOTE:

1. DELIVERY PERIOD OF **25** CALENDAR DAY UPON RECEIPT OF Purchase Order.
2. **DELIVERY LOCATION: SUPPLY OFFICE, USTP-CDO CAMPUS, C.M RECTO AVENUE, LAPASAN, CAGAYAN DE ORO CITY, MISAMIS ORIENTAL**
3. PAYMENT TERMS: One Time Payment
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
5. BIDDERS MUST INDICATE THE BRAND AND/OR MODEL NUMBER FOR EQUIPMENT AND ITS ACCESSORIES OR PERIPHERALS AND FOR ALL OTHER ITEMS IF APPLICABLE. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED IF APPLICABLE.
6. THE USTP RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS FOR ANY JUSTIFIABLE GROUND WHERE THE AWARD OF THE CONTRACT WILL NOT REDOUND TO THE BENEFIT OF THE GOP.
7. REQUIREMENTS: PHILGEPS REGISTRATION.

ITEM #	QTY	UNIT	DESCRIPTION AND SPECIFICATIONS	QUOTED UNIT PRICE	TOTAL PRICE
LOT				**300,000.00**	
1.0	**210.00**	l.m	Declogging of Drainage System		
2.0	**1.00**	sq.m	Declogging of Sump Pit and Installation of Water Pumping System		
(See Attached Plan)					
TOTAL PRICE					

Instructions:
1. Please see attached Scope of Works to be filled out and submitted
2. Please attach the Following Documents:
-DUPA Derivation/ Computation
-Construction Schedule
-S- Curve and Bar Chart
-Man-power Schedule
-Construction Methods
-Equipment Utilization Schedule
-Construction Safty and Health Program
-PERT-CPM

After having carefully read and accepted for General Conditions, I/We quote on the item at prices noted above.

Baba-Declogging/Dredging of Drainage System
RFQ No. : CDO-SVP-2026-0394
BAC RES. No: MOP-2026-0002
PR No.: 2026-2296-51

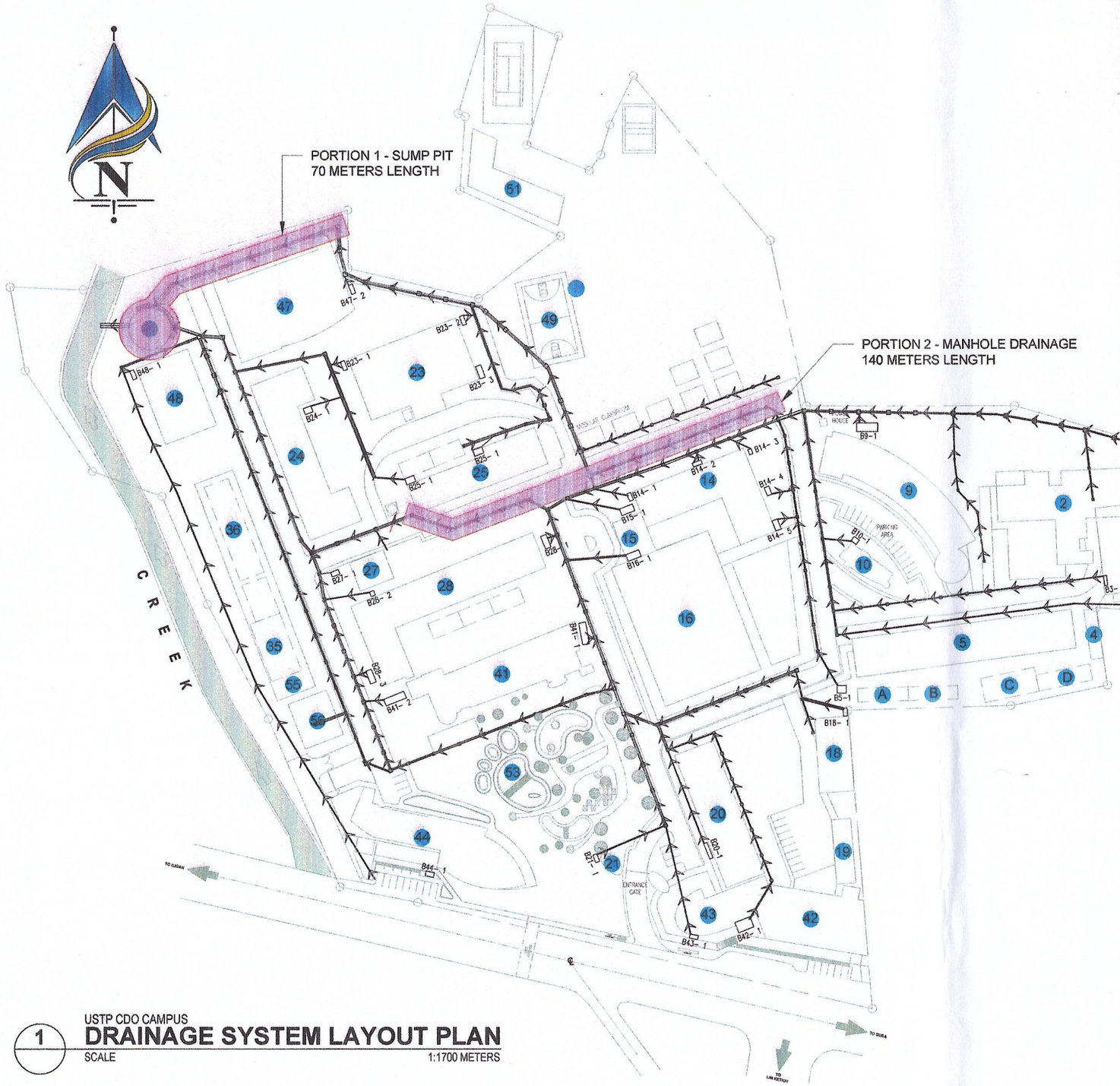
Printed Name/Signature

Cellphone/Contact No./address/E-mail

Date

SCOPE OF WORKS

ITEM NO.	PROGRAM OF WORKS	UNIT	QTY	ESTIMATE DIRECT COST	ESTIMATE DIRECT COST		TOTAL MARK-UP	VALUE = 5x8	VAT = 5% x (5+9)	TOTAL INDIRECT COST = 9+10	TOTAL COST = 5+11	UNIT COST = 12/3
					OCM	PROFIT	%					
1	2	3	4	5	6	7	8	9	10	11	12	13
1.0	Declogging of Drainage System	l.m	210.00	P	P	P	P	P	P	P	P	P
2.0	Declogging of Sump Pit and Installation of Water Pumping System	lot	1.0	P	P	P	P	P	P	P	P	P
OVER TOTAL				P	P	P	P	P	P	P	P	P





2 **VICINITY MAP**
SCALE N.T.S.

1 USTP CDO CAMPUS
DRAINAGE SYSTEM LAYOUT PLAN
SCALE 1:1700 METERS

LEGENDS:

	WASTE WATER DRAINAGE LINE
	DRAINAGE MANHOLE
	SEPTIC VAULT LOCATION
B14 - 1	SEPTIC VAULT MARK
	PROPERTY BOUNDARIES
	DRAINAGE FLOW
	BUILDING LAYOUT
1	BUILDING NUMBER
	SCOPE OF WORK

REPUBLIC OF THE PHILLIPINES
UNIVERSITY OF SCIENCE & TECHNOLOGY OF SOUTHERN PHILIPPINES

CIVIL AND SANITARY WORKS SECTION

C.M. Recto Avenue, Lapasan 9000 Cagayan de Oro City
Tel. Nos. (08822) 72-60-65 / (088) 856-1738 / 856-1739 Tele Fax (088) 856-4696
Web Site : www.must.edu.ph

DESIGNED BY:
AR. CHRIS FRANCIS N. ASPIRAS
ARCHITECT, CSWS
PRC NO. : - TIN NO. : -
CTC NO. : - DATE ISSUED: -

PROJECT : **DECLOGGING/DREDGING OF DRAINAGE SYSTEM AND CLEANING OF CISTERNS AND OVERHEAD TANKS**
LOCATION : C.M RECTO AVE., LAPASAN HIGHWAY, CAGAYAN DE ORO CITY
OWNER : UNIVERSITY OF SCIENCE & TECHNOLOGY OF SOUTHERN PHILIPPINES

RECOMMENDING APPROVAL:
ENGR. EDGEM LLOYD BALABIS
DIRECTOR AMS & CSWS HEAD

RECOMMENDING APPROVAL:
ATTY. JONATHAN S. OCHE
VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION

APPROVED BY:
ATTY. DIONEL O. ALBINA
CHANCELLOR, USTP - CDO CAMPUS

SHEET CONTENTS:
DRAINAGE SYSTEM LAYOUT PLAN

DRAWN BY :
DATE :
CAD BY :
DATE :

SHEET NO.
G
01 02

GENERAL NOTES ON DESLUDGING OF SUMP PIT

Objective
1. To remove blockages, accumulated sludge, vegetation, and debris obstructing the proper flow and operation of the sump pit system.

Preliminary Preparation
1. Notify concerned personnel before starting any work.
2. Ensure proper isolation of the pit by halting incoming water flow or drainage connections.
3. Conduct a visual assessment of the pit, surrounding area, and inlet/outlet pipes to determine the extent of clogging.

Safety Guidelines
1. All workers must wear complete personal protective equipment (PPE): rubber boots, gloves, safety goggles or face shield, and protective clothing.
2. Ensure area is well-ventilated. For confined pits, follow confined space protocols.
3. Place warning signs and restrict access to unauthorized personnel during operations.

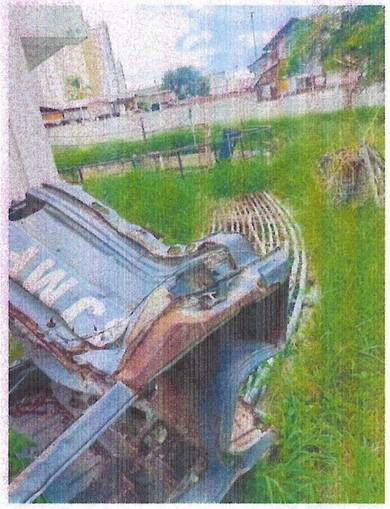
Clearing Procedures
1. Remove floating vegetation and solid debris manually or using appropriate hand tools.
2. Pump out stagnant water and sludge using a submersible or trash pump.
3. Clear inlet and outlet pipes using pressurized water (water jet) or mechanical rodding as required.

Post-Cleaning Inspection
1. Verify all drainage connections are unobstructed and functioning properly.
2. Inspect pit structure (walls, base slab, railings) for cracks, corrosion, or signs of damage.
3.Check the condition of any sump pumps, screens, or flow control devices and service if necessary.

Disposal
1. Collected waste materials must be disposed of following applicable environmental and sanitation regulations.
2. Do not discharge sludge into nearby ditches, waterways, or storm drains.

Site Restoration
1. Restore the sump area to clean and operational condition.
2. Replace any damaged covers, grates, or fittings.
3. Clean up work area and secure all tools and equipment.

Documentation
1. Log the cleaning activity including date, time, personnel involved, type and volume of waste removed, and any observed issues or recommended corrective actions.
2. Take before-and-after photos if required for records.







PORTION 1
1 DESLUDGING OF SUMP PIT
SCALE N.T.S.







GENERAL NOTES ON DESLUDGING OF MANHOLE DRAINAGE

Scope of Work
1. This activity includes the removal of silt, debris, and obstructions from drainage manholes to restore optimal flow and prevent localized flooding or backflow.

Pre-Work Preparation
1. Identify the affected manhole locations, and verify clogging conditions through site inspection.
2. Install warning signs, barricades, or cones around the work area to restrict unauthorized access.
3. Secure necessary tools and equipment including:
   - Manhole hook/lifter
   - Rakes, shovels, scoops
   - Submersible pump or vacuum truck
   - Flashlights, gas detector, and safety harness if deep

Safety Precautions
1. All workers must wear complete PPE: helmet, safety boots, gloves, reflective vest, and mask/respirator.
2. For deep or covered manholes, conduct gas testing (O_2, H_2S, CH) before entry.
3. Follow confined space entry procedures if personnel must descend into the manhole.
4. Maintain a standby observer with communication link and rescue plan on site.

Declogging Procedure
1. Open the manhole cover using the correct lifting tool.
2. Visually assess the blockage—note the water level, sediment accumulation, or debris.
3. Remove surface-level debris (e.g. leaves, garbage, grease) manually.
4. Use manual tools or mechanical vacuum/suction equipment to extract sludge and sediment.
5. Flush the drain lines using water jetting to clear out residual obstructions.
6. Inspect connected pipes for proper flow direction and exit clearance.

Post-Cleaning Inspection
1. Ensure that water flows freely through inlet and outlet pipes.
2. Inspect manhole walls, benching, and covers for cracks or structural defects.
3. Realign or replace damaged covers, risers, or seals if required.
4. Confirm system functionality by running water through the drain to test flow.

Waste Disposal
1.Segregate and dispose of sludge, sediments, and debris in accordance with local environmental and sanitation regulations.
2. Transport waste only through authorized waste carriers and do not flush into public waterways or ground.

Documentation
1. Log the cleaning activity including date, time, personnel involved, type and volume of waste removed, and any observed issues or recommended corrective actions.
2. Take before-and-after photos if required for records.

Maintenance Advice
1. Include the manhole in a scheduled preventive maintenance plan.
2. Conduct declogging prior to rainy season, or more frequently in flood-prone areas.
3. Install upstream grates or catch basins to reduce solid entry.

PORTION 2
2 DESLUDGING OF MANHOLE DRAINAGE
SCALE N.T.S.

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Web Site : www.must.edu.ph

DESIGNED BY: AR. CHRIS FRANCIS N. ASPIRAS, ARCHITECT, CSWS
PRC NO. : - TIN NO. : -
CTC NO. : - DATE ISSUED: -

PROJECT : DECLOGGING/DREDGING OF DRAINAGE SYSTEM AND CLEANING OF CISTERNS AND OVERHEAD TANKS
LOCATION : C.M RECTO AVE., LAPASAN HIGHWAY, CAGAYAN DE ORO CITY
OWNER : UNIVERSITY OF SCIENCE & TECHNOLOGY OF SOUTHERN PHILIPPINES

RECOMMENDING APPROVAL: ENGR. EDGEM LLOYD BALABIS, DIRECTOR AMS & CSWS HEAD
RECOMMENDING APPROVAL: ATTY. JONATHAN S. OCHE, VICE CHANCELLOR FOR FINANCE AND ADMINISTRATION
APPROVED BY: ATTY. DIONEL O. ALBINA, CHANCELLOR, USTP - CDO CAMPUS

SHEET CONTENTS: DESLUDGING OF SUMP PIT; DESLUDGING OF MANHOLE DRAINAGE
DRAWN BY :
DATE :
CAD BY :
DATE :

SHEET NO. G 02 02