



Republic of the Philippines
National Power Corporation

TERMS OF REFERENCE
ALTERNATIVE MODE OF PROCUREMENT
[SHOPPING – 52.1b]

1. **Scope of Works:** PR NO(s). HO-MSD25-005 / REF NO. SHB241105 - KB00494
For the SUPPLY AND DELIVERY OF VARIOUS HAND TOOLS

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	ALLEN WRENCH SET Heavy Duty. English – 6 Sets, Metric – 6 Sets and Star – 6 Sets. See attached for complete specification.	18 SET	18,000.00
2	BOLT CUTTER Heavy Duty. Size: 18 inches. See attached for complete specification.	2 PC	5,000.00
3	PLIERS Drop forged steel pliers set. See attached for complete specification.	18 SET	18,000.00
4	SCISSORS Industrial use. Heavy duty steel. See attached for complete specification.	18 SET	14,400.00
5	SCREWDRIVER SET Heavy duty screw driver set with box. See attached for complete specification.	18 SET	18,000.00
6	STEEL TAPE MEASURE Self locking steel measuring tape. Length: 10 meters. See attached for complete specification.	18 PC	7,200.00
7	TOOL KIT Heavy duty hand tool repair kit with casing. See attached for complete specification.	18 SETS	9,000.00
8	WRENCH Heavy duty combination wrenches. Measurement: English and Metric. See attached for complete specification.	18 SET	50,400.00
9	WRENCH Combination ratchet wrench. Heavy duty. See attached for complete specification.	8 SET	64,000.00
TOTAL AMOUNT			204,000.00

Notes:

- **Warranty** shall be at least Three (3) Months
- **Mode of award** is on lot award basis. However, Bidder's bid offer must be within the ABC per item.
- See attached End User's Technical Specification
- Must indicate Brand/Model and provide brochure or specifications on your quotation

APPROVED BUDGET FOR THE CONTRACT: PhP 204,000.00

2. Delivery Period/

"Delivery Period shall not be later than Thirty (30) Calendar Days upon receipt of the Purchase Order / Notice to Proceed

1. ALLEN WRENCH SET

TECHNICAL SPECIFICATIONS:

Type	:	Metric Hex Key
Material	:	Hard Chrome Plated (Black)
Sizes	:	1.5 / 2 / 2.5 / 3 / 4 / 5 / 6 / 8 / 10 mm
Quantity	:	6 sets (Hex Key)

Type	:	English Hex Key
Material	:	Hard Chrome Plated (Black)
Sizes	:	1/16, 5/64, 3/32, 1/8, 5/32, 3/16, 7/32 and 1/4 inches
Quantity	:	6 sets (Hex Key)

Type	:	Star Key
Material	:	Hard Chrome Plated (Black)
Sizes	:	T10 T15 T20 T25 T27 T30 T40 T45 T50
Quantity	:	6 sets (Star Key)

Total Sets = 18 sets

2. BOLT CUTTER

TECHNICAL SPECIFICATIONS:

Cutter Type	:	Bolt Cutter
Material	:	Drop Forged Hardened Cr-V Blade
Finished	:	Black finished
Size	:	18 inches (450mm)
Grip	:	Heavy duty nonslip rubber grips
Jaws	:	Adjustable and replaceable
Cutting	:	upto 6mm

3. PLIERS SET

TECHNICAL SPECIFICATIONS:

Pliers Set (3pcs/set)	:	Long Nose / Diagonal / Combination
Size	:	8 inches
Material	:	Durable Forged Steel, Nickle finished
Hand grip coating	:	PVC power insulated handles with rubber

4. SCISSORS SET

TECHNICAL SPECIFICATIONS:

Scissors Set (3pcs/set)	:	1x Stainless Steel Scissors (size: 9.5") approximately
	:	1x Tin Snip Scissors (size: 10")
	:	1x Aviation Snip Scissors (size: 10")

5. SCREWDRIVER SET

GENERAL SPECIFICATION

- 9 – way interchangeable screwdriver set.
- Interchangeable bars maximize versatility. reduces the number of tools user needs to carry. comes with 3 Philips bars, 3 slotted bars, 1 tack lifter, 1 brad awl, and 1 hook driver. storage case included

TECHNICAL SPECIFICATIONS:

- Interchangeable bars maximize versatility
- Reduces the number of tools user needs to carry
- Storage case included
- Handle type: Bi-Material (PP+TPR)
- 1/8 Standard Bar, 3/16" Standard Bar, 1/4 Standard Bar, Opt Phillips® Bar, 1pt Phillips® Bar, 2pt Phillips® Bar, 1 Tack Puller, 1 Brad Awl, 1 Hook Driver

FEATURES:

- Interchangeable bars maximize versatility • Reduces the number of tools user needs to carry • Storage case included • Handle type: Bi-Material (PP+TPR)

INCLUSIONS:

- 1/8 Standard Bar • 3/16" Standard Bar • 1/4 Standard Bar • Opt Phillips Bar • 1pt Phillips Bar • 2pt Phillips Bar • 1 Tack Puller • 1 Brad Awl • 1 Hook Driver • 1 Casing

6. STEEL TAPE MEASURE

TECHNICAL SPECIFICATION

Length	:	10 meters
Material (Tape)	:	Steel with metric and Inch marking
Material (Casing)	:	Compact, bi-material nylon case
Features	:	Positive blade lock holds the blade securely Belt Clip / Ergonomic design / Stop-Lock Function

7. TOOL KIT

GENERAL SPECIFICATION

- Professionals disassemble hand tool repair kit for engines. Heavy duty.
- Made of high-quality material, durable and high precision.
- Portable handy box kit design, easy to take outside.
- Suitable size, saving your space and easy to storage.
- This box set with sockets, ratchet handle, extension bar and hex key wrenches, etc.
- Compact, lightweight and portable.

TECHNICAL SPECIFICATION

- Material: Chrome Vanadium Steel
- Color: silver
- Box casing: YES (included)
- Box size: 240*125*45mm (approximately)
- Package Included:
- 21 x Screwdriver Sockets: T10, T15, T20, T25, T30, T40, H3, H4, H5, H6, H7, H8, S4, S5.5, S7, PH1, PH2, PH3, PZ1, PZ2, PZ3
- 13 x 1/4" DR Sockets: 4, 4.5, 5, 5.5, 6, 7, 8, 9, 10, 11, 12, 13, 14mm
- 3 x Hex Key Wrenches: 1.5, 2, 2.5mm
- 1 x 1/4" DR Universal Joint
- 1 x 1/4" X 2" Extension Bar
- 1 x 1/4" X 4" Extension Bar
- 1 x 1/4" X 6" Flexible Extension Bar
- 1 x 1/4" DR Sliding Bar
- 1 x 1/4" Quick Drop Ratchet Handle
- 1 x 6" Spinner Handle
- 1 x Storage Case

8. WRENCH - COMBINATION

GENERAL SPECIFICATION

- Fully - Polished: Wrenches are fully-polished and manufactured with chrome vanadium steel for added strength & durability and are corrosion resistant.
- Corrosion and rust resistant: Made of drop forged steel.
- 12-POINT BOX END: Allows you to securely tighten or loosen bolts.
- ROLL POUCH INCLUDED: Wrenches are packaged in a roll pouch for convenient storage.

TECHNICAL SPECIFICATION

- 9 x Combination Spanner Wrench Set (METRIC)
- Set Includes: 6-32mm Combination Wrench:
- Drive Size: 6mm 7mm 8mm 9mm 10mm 11mm 12mm 13mm 14mm 17mm 19mm 22mm 24mm 27mm 30mm 32mm;

TECHNICAL SPECIFICATION

- 9 x Combination Spanner Wrench Set (ENGLISH)
- Set Includes: 1/4" - 1 1/4" Combination Wrench:
- Drive Size: 1/4", 5/16", 3/8", 7/16", 1/2", 9/16", 5/8", 11/16", 3/4", 13/16", 7/8", 15/16", 1", 1-1/16", 1-1/8", and 1-1/4".

TOTAL = 18 SETS (9xMetric and 9 x English)

9. WRENCH – COMBINATION RATCHET WRENCH

GENERAL SPECIFICATION

- **Fully - Polished:** Wrenches are fully-polished and manufactured with chrome vanadium steel for added strength & durability and are corrosion resistant.
- **Corrosion and rust resistant:** Made of drop forged steel.
- **12-POINT BOX END:** Allows you to securely tighten or loosen bolts.
- **ROLL POUCH INCLUDED:** Wrenches are packaged in a roll pouch for convenient storage.

TECHNICAL SPECIFICATION

- **Combination Ratchet Wrench Set (METRIC)**
- **Flexible Head Combination Gear Ratchet Type Spanner Wrench**
- **METRIC: 8mm to 24mm**
- **Set includes: 8mm, 9mm, 10mm, 11mm, 12mm, 13mm, 14mm, 15mm, 16mm, 17mm, 18mm, 19mm, 20mm, 21mm, 22mm, 23mm, and 24mm**

3. Delivery Point

Items shall be delivered at MRMD, Buli, Muntinlupa City.

4. Bid Submission

The Bidder shall submit their quotations through their authorized representative or in the manner of submission as prescribed in the RFQ.

5. Late Bids

Any quotation submitted after the deadline of submission and receipt of bids shall not be accepted by NPC.

6. Bid Prices

The bid price as indicated in the Quotation Form shall be fixed during the Bidder's performance of the Contract and not subject to variation or price escalation on any account. A quotation submitted with an adjustable price quotation shall be treated as non-responsive.

7. Bid Price Validity

Price Validity shall not be less than One Hundred Twenty (120) calendar days from date of opening of quotations.

8. Eligibility Criteria

- a. Bids shall be checked using the PASS / FAIL Criteria for Legal, Technical and Financial components.
- b. From the bids that were rated PASSED, the same shall be ranked and corrected for computational errors to identify the Single/Lowest Calculated Quotation (S/LCQ).

9. Detailed Evaluation and Comparison of Bids

The S/LCQ shall be subjected to detailed evaluation against the Technical Specifications including arithmetical computations. Documents which are deemed not to comply with the requirements of the tender shall be considered non-complying.

10. Post-qualification

Documents submitted for the Lowest Calculated Quotation (LCQ) will undergo a post-qualification evaluation. Original copies of these documents presented at bid opening/submission must be made available during the post-qualification process. Any quotation that successfully meets the post-qualification criteria will be declared as the Single/Lowest Calculated and Responsive Quotation (S/LCRQ).

11. Total Contract Price

The Total Contract Price shall be inclusive of all taxes and other related expenses / charges.

12. Notice to Supplier

- a. The supplier shall pick-up the Purchase Order (PO)/ Notice to Proceed (NTP) from NPC within two (2) calendar days from receipt of the Notice of Award.
- b. Failure to secure the PO/NTP by the supplier within the said period will mean cancellation of the same and imposition of penalties as prescribed by law.

13. PO Effectivity

The PO Shall take effect immediately upon receipt of the PO / NTP by the supplier sent through fax as evidenced by the fax transmission receipt and as confirmed by the supplier's representative.

14. Terms of Payment

Terms of Payment shall be thirty (30) calendar days after submission of complete supporting documents.

15. Warranty

In order to assure that manufacturing defects shall be corrected by the supplier, a warranty shall be required from the contract awardee for a minimum period of three (3) months, in case of expendable supplies, or a minimum period of one (1) year, in case of non-expendable supplies, after acceptance by the procuring entity of the delivered supplies, unless otherwise provided in the RFQ.

16. Liquidated Damages

Where the supplier refuses or fails to satisfactorily complete the work within the specified contract time, plus any time of extension duly granted and is hereby in default under the contract, the supplier shall pay NPC for liquidated damages, and not by way of penalty, an amount equal to at least one tenth (1/10) of one percent (1%) of the cost of the undelivered/unperformed portion of the items/works for every day of delay but not to exceed ten percent (10%) of the total contract price. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it (Section 68 of the Revised IRR of RA 9184).

17. Liability of the Supplier

If after receipt of the Purchase Order, the supplier fails to deliver the goods, appropriate sanctions will be imposed as prescribed under Republic Act (RA) 9184.



and its Revised Implementing Rules and Regulations (IRR).

18. Disclosure of Relations

The bidder shall comply with the provisions of Section 47 of RA 9184 and its revised IRR re: disclosure of relations.

19. Administrative Sanctions

Bidder shall likewise be imposed the rules as stated in section 69 (Imposition of administrative penalties) should there be infractions committed.

20. Reservation Clause

NPC reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to the contract award, without thereby incurring any liability to the affected bidder/s.

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SUPPLIER'S BID QUOTATION
[SHOPPING – 52.1b]

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. **HO-MSD25-005**. I agree with the conditions of the TOR and offer the following supplies with specific description:

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
TOTAL BID PRICE				

Name and Signature of Authorized Representative

Date _____

Company Name _____

Contact Details _____

E-mail address _____

Note: The bidder may use this form or its own company letterhead following this format duly signed by the authorized representative when making the offer.