



National Power Corporation

REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT - 53.9)

08 November 2024

Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. HO-LAR25-003/ Ref. No. SVP241122 - NA00532 and submit the same in a sealed envelope to be dropped in the designated drop box at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman, Quezon City **on or before 09:30 A.M. of 22 November 2024.**

The following documents must be submitted together with the quotation:

For Platinum Members: Valid and updated Certificate of PhilGEPS Registration (This should include the attached Annex "A" – List of Eligibility Documents. In case the Mayor's/Business Permit in Annex "A" is expired, a valid/updated Mayor's Permit must also be submitted.

For Red Members:

1. PhilGEPS Registration Number
2. Valid Mayor's/Business Permit
3. **Other documents to be submitted:** [refer to the Terms of Reference and detailed technical specifications]

Additional Documentary Requirements, if applicable:

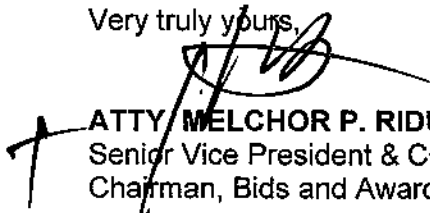
- ☒ Omnibus Sworn Statement (use attached Form) (For Total ABC of Above Php 50,000);
- ☒ Latest Income Tax Return / Business Tax Return (For Total ABC of Above Php 500,000);
- ☐ Professional License/Curriculum Vitae (for Consulting Services only);
- ☐ PCAB License (for INFRA Projects only)

The Warranty Period shall be: **at least three (3) months**

In case of a failed bidding, a re-bidding may be conducted without prior notice to any previous bidder(s).

For further inquiries, please contact the BAC Secretariat, **Ms. Nathalie Claire R. Abarquez** at telephone no. 8921-3541/ local no. 5244 / Fax No. 8922-1622 with e-mail address at **bcscd@napocor.gov.ph and ncrabarquez@napocor.gov.ph.**

Very truly yours,


ATTY. MELCHOR P. RIDULME
Senior Vice President & COO and
Chairman, Bids and Awards Committee



NATIONAL POWER CORPORATION

Gabriel Y. Itchon Building
Senator Miriam P. Defensor-Santiago Avenue (formerly BIR Road)
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Website: www.napocor.gov.ph





Republic of the Philippines
National Power Corporation

**TERMS OF REFERENCE
ALTERNATIVE MODE OF PROCUREMENT
[SMALL VALUE PROCUREMENT – 53.9]**

1.Scope of Works: PR NO(s). HO-LAR25-003 / REF NO. SVP221122 - NA 00532
**For the SUPPLY AND DELIVERY OF LABOR AND MATERIALS FOR THE REPAIR
OF SAN ROQUE WATERSHED AREA TEAM (SRWAT) OFFICE BUILDING**

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	SUPPLY AND DELIVERY OF LABOR AND MATERIALS FOR THE REPAIR OF SAN ROQUE WATERSHED AREA TEAM (SRWAT) OFFICE BUILDING	1 LOT	645,000.00
TOTAL AMOUNT			645,000.00
Notes: <ul style="list-style-type: none"> • Warranty shall be <u>at least three (3) months.</u> • The Bidders bid offer must be within the ABC of the LOT and ABC per item provided in the detailed costs included in this requirement. Bid Offers that exceed the ABC of the lot or any of the item, with incomplete price, shall be rejected. 			

A. Material Cost

A.1 ROOFING WORKS (Replacement of Roof and Ceiling (inside and outside))

No	Description	Qty	UOM	Unit price	Amount (PhP)
1	Rib type colored roofing .06mm x 1.07 x 8.65m	190.3	l.m	456.75	86,919.53
2	Rib type colored roofing .06mm x 1.07 x 4.42m	61.88	l.m	456.75	28,263.69
3	Ridge roll colored 24"	21	pcs	630	13,230.00
4	Gutter colored 36"	24	pcs	1,071.83	25,723.92
5	Fascia flushing colored 24"	9	pcs	630	5,670.00
6	Metal spout 3 ½ x 3 dia.	16	pcs	26.25	420.00
7	Gutter metal hanger 12"	90	pcs	5.25	472.50
8	Down spout PVC pipe 3" dia. S-1000	3	pcs	619.5	1,858.50
9	PVC elbow 90 deg. X 3" dia.	16	pcs	63	1,008.00
10	PVC coupling 3" dia.	4	pcs	36.75	147.00
11	PVC solvent cement	1	can	136.5	136.50
12	G.I. Pipe 4 Sched 40, 6m	3	pcs	3520	10,560.00
13	C-purlins 2 x 3 x 1.2, 6m	16	pcs	525	8,400.00
14	C-channel bar 2 x 4x 30kg	5	pcs	1564	7,820.00
15	C-channel bar 2 x 6 4x 61kg	2	pcs	3348	6,696.00
16	Pedestal bolt 16" x 16mm	16	pcs	225	3,600.00
17	Base plate 25x25x10mm	4	pcs	500	2,000.00
18	Cement,, Portland 40kg/bag	16	bags	225	3,600.00

No	Description	Qty	UOM	Unit price	Amount (PhP)
19	Rebar, 16mm, 6m	12	pcs	350	4,200.00
20	Rebar, 10mm, 6m	8	pcs	135	1,080.00
21	Tie wire, G.I., #16	3	kg	85	255.00
22	Epoxy primer	3	gal	885	2,655.00
23	Rust converter	1	gal	950	1,900.00
24	Lacquer Thinner	2	gal	285	570.00
Subtotal of A.1					217,185.64

A.2 CEILING WORKS

No	Description	Qty	UOM	Unit price	Amount (PhP)
1	Fiber cement board ¼ x 4 x 8	50	pcs	645.75	32,287.50
2	Spandrel 1.30 x 0.20m x .40mm	322	pcs	122.85	39,557.70
3	Metal furring .50mm 1 x 2 x 16	145	pcs	138.60	20,097.00
4	Carrying channel .80mm	56	pcs	120.75	6,762.00
5	Drill bit for metal 5/32	10	pcs	52.50	525.00
6	Blind rivets 5/32	4	boxes	262.50	1,050.00
7	Blind rivets 1/8	5	boxes	262.50	1,312.50
8	Wall angle 1 ½ x 1 ½ x 8'	40	pcs	100.00	4,000.00
9	Fascia frame 12"	40	pcs	273.00	10,920.00
10	Fascia board c-purlins 2 x 12 x 1.2	16	pcs	1,304.10	20,865.60
Subtotal of A.2					137,377.30

A.3 ELECTRICAL WORKS

No	Description	Qty	UOM	Unit price	Amount (PhP)
1	Electrical wire stranded 3.5 THHN	3	rolls	4,500.00	13,500.00
2	Circuit breaker AT GE plug in	4	sets	850.50	3,402.00
3	Electrical UPVC pipe 15mm dia.	44	pcs	95.00	4,180.00
4	Junction box plastic orange	22	pcs	37.00	814.00
Subtotal of A.3					21,896.00

A.4 PAINTING WORKS

No	Description	Qty	UOM	Unit price	Amount (PhP)
CEILING					
1	Permacoat latex paint white	2	tins	2,600.00	5,200.00
2	Semi-gloss latex white	3	tins	2,900.00	8,700.00
3	Body filler	1	gal	808.00	808.00
4	Skim coat	4	bags	614.00	2,456.00
WALLING					
5	Semi-gloss latex paint	8	tins	2,900.00	23,200.00
Subtotal of A.4					40,364.00

TOTAL MATERIAL COST (A.1 + A.2 + A.3 + A.4)	PhP 416,822.94
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B. LABOR COST

No	Description	Qty	UOM	Amount
1	LABOR COST	1	LOT	PhP 125,046.88

Inclusion in LABOR COST:

1. Mobilization
2. Removal of the existing rib type roofing, gutter, flushing, and exterior and interior ceiling.
3. Application of Rust Converter and Lacquer thinner to steel trusses
4. Installation of new rib type roofing, gutter, ridge roll, flushing, spandrel ceiling and hardiflex ceiling.
5. Replacement of columns and trusses of extension/garage
6. Removal of old electrical wirings and electrical fixtures
7. Installation of new electrical wirings, fixtures and accessories
8. Painting of the new installed hardiflex board ceiling, interior and exterior of office
9. Repainting of existing exterior and interior walling
10. Housekeeping/demobilization

C. TOOLS AND EQUIPMENT RENTAL COST

No	Description	Qty	UOM	Amount
1	Various powered and mechanical tools	1	LOT	PhP 19,000.00

D. OVERHEAD EXPENSES

No	Description	Qty	UOM	Amount
1	Contingency Cost	1	LOT	PhP 28,043.49
2	Contractors' Profit	1	LOT	PhP 56,086.69
Total				PhP 84,130.18

Summary:

A. MATERIAL COST	PhP 416,822.94
B. LABOR COST	PhP 125,046.88
C. C.TOOLS AND EQUIPMENT RENTAL COST	PhP 19,000.00
D. OVERHEAD EXPENSES	PhP 84,130.18
TOTAL	PhP 645,000.00

APPROVED BUDGET FOR THE CONTRACT: PhP 645,000.00

2. Delivery Period

Delivery Period shall not be later than **forty five (45) days** upon receipt of the Purchase Order / Notice to Proceed.

3. Delivery Point

The items shall be delivered at **SRWAT Office, Brgy. San Roque, San Manuel, Pangasinan**

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 bids/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.

SUPPLIER'S BID QUOTATION
[SMALL VALUE PROCUREMENT – 53.9]

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. **HO-LAR25-003**. 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)
1	SUPPLY AND DELIVERY OF LABOR AND MATERIALS FOR THE REPAIR OF SAN ROQUE WATERSHED AREA TEAM (SRWAT) OFFICE BUILDING	1 LOT		
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.

Detailed Costs (Proposal)

A. Material Cost

A.1 ROOFING WORKS (Replacement of Roof and Ceiling (inside and outside)

No	Description	Qty	UOM	Unit price	Amount (PhP)
1	Rib type colored roofing .06mm x 1.07 x 8.65m	190.3	l.m		
2	Rib type colored roofing .06mm x 1.07 x 4.42m	61.88	l.m		
3	Ridge roll colored 24"	21	pcs		
4	Gutter colored 36"	24	pcs		
5	Fascia flushing colored 24"	9	pcs		
6	Metal spout 3 ½ x 3 dia.	16	pcs		
7	Gutter metal hanger 12"	90	pcs		
8	Down spout PVC pipe 3" dia. S-1000	3	pcs		
9	PVC elbow 90 deg. X 3" dia.	16	pcs		
10	PVC coupling 3" dia.	4	pcs		
11	PVC solvent cement	1	can		
12	G.I. Pipe 4 Sched 40, 6m	3	pcs		
13	C-purlins 2 x 3 x 1.2, 6m	16	pcs		
14	C-channel bar 2 x 4x 30kg	5	pcs		
15	C-channel bar 2 x 6 4x 61kg	2	pcs		
16	Pedestal bolt 16" x 16mm	16	pcs		
17	Base plate 25x25x10mm	4	pcs		
18	Cement, Portland, 40kg/bag	16	bags		
19	Rebar, 16mm, 6m	12	pcs		
20	Rebar, 10mm, 6m	8	pcs		
21	Tie wire, G.I., #16	3	kg		
22	Epoxy primer	3	gal		
23	Rust converter	1	gal		
24	Lacquer Thinner	2	gal		
Subtotal of A.1					

A.2 CEILING WORKS

No	Description	Qty	UOM	Unit price	Amount (PhP)
1	Fiber cement board ¼ x 4 x 8	50	pcs		
2	Spandrel 1.30 x 0.20m x .40mm	322	pcs		
3	Metal furring .50mm 1 x 2 x 16	145	pcs		
4	Carrying channel .80mm	56	pcs		
5	Drill bit for metal 5/32	10	pcs		
6	Blind rivets 5/32	4	boxes		
7	Blind rivets 1/8	5	boxes		
8	Wall angle 1 ½ x 1 ½ x 8'	40	pcs		
9	Fascia frame 12"	40	pcs		

No	Description	Qty	UOM	Unit price	Amount (PhP)
10	Fascia board c-purlins 2 x 12 x 1.2	16	pcs		
Subtotal of A.2					

A.3 ELECTRICAL WORKS

No	Description	Qty	UOM	Unit price	Amount (PhP)
1	Electrical wire stranded 3.5 THHN/	3	rolls		
2	Circuit breaker AT GE plug in	4	sets		
3	Electrical UPVC pipe 15mm dia.	44	pcs		
4	Junction box plastic orange	22	pcs		
Subtotal of A.3					

A.4 PAINTING WORKS

No	Description	Qty	UOM	Unit price	Amount (PhP)
CEILING					
1	Permacoat latex paint white	2	tins		
2	Semi-gloss latex white	3	tins		
3	Body filler	1	gal		
4	Skim coat	4	bags		
WALLING					
5	Semi-gloss latex paint	8	tins		
Subtotal of A.4					

TOTAL MATERIAL COST (A.1 + A.2 + A.3 + A.4)	PhP
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B. LABOR COST

No	Description	Qty	UOM	Amount
1	LABOR COST	1	LOT	PhP

C. TOOLS AND EQUIPMENT RENTAL COST

No	Description	Qty	UOM	Amount
1	Various powered and mechanical tools	1	LOT	PhP

D. OVERHEAD EXPENSES

No	Description	Qty	UOM	Amount
1	Contingency Cost	1	LOT	PhP
2	Contractors' Profit	1	LOT	PhP
Total				PhP

Name and Signature of Authorized Representative _____
 Date _____
 Company Name _____

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]