



# National Power Corporation

## REQUEST FOR QUOTATION (SHOPPING – 52 .1 b)

May 31, 2024

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\_\_\_\_\_  
Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. **HO-EMA24-008** Ref. No. **SHB240509-RG00249(SHB3)** and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on **or before 9:30 AM of 11 JUNE 2024.**

The following documents must be submitted together with your quotation:

For Platinum Members:

1. Valid and Updated Certificate of PhilGEPS Registration (This should include the attached "Annex A"). In case the Mayor's Permit in the said Annex "A" is expired, a valid/updated Mayor's Permit must also be submitted.

For Red or Blue Members:

1. Valid Mayor's Permit
2. PhilGEPS Registration Number ;

- Other documents to be submitted: \_\_\_\_\_

In case no bid or insufficient number or bids is received on **11 JUNE 2024**, the deadline for submission may be extended, as follows:

First (1<sup>st</sup>) Extension : \_\_\_\_\_  
Second (2<sup>nd</sup>) Extension : \_\_\_\_\_  
Third (3<sup>rd</sup>) Extension : \_\_\_\_\_

**The RFQ/Bid Proposal shall be submitted by the bidder to NPC on the manner of submission based on the ABC as follows:**

### Approved Budget for the Contract (ABC)

- Up to Php100, 000.00 - via fax/e- mail/ bid proposal to procurement officer
- Above Php100,000 up to Php1,000,000 - via Sealed Offer (use drop box @ procurement office)

For further inquiries, please contact the BAC Secretariat, **Mr. Renz Gabriel L. Cruz** at telephone no/s. 8921-3541 loc 5397 / Fax No. 8922-1622 with e-mail address at [renzacruz@gmail.com](mailto:renzacruz.napocor@gmail.com)

Very truly yours,

  
**ATTY. MELCHOR P. RIDULME**  
Chairman, Bids and Awards Committee



Gabriel Y. Itchon Building  
Senator Miriam P. Defensor-Santiago Avenue  
(formerly BIR Road) corner Quezon Avenue, Diliman  
1100 Quezon City, PHILIPPINES  
Tel. Nos. (632) 8921-3541 to 80 • Fax No. (632) 8921-2468  
Website: [www.napocor.gov.ph](http://www.napocor.gov.ph)





Republic of the Philippines  
NATIONAL POWER CORPORATION

**TERMS OF REFERENCE**  
**ALTERNATIVE MODE OF PROCUREMENT**  
**(SHOPPING - 52.1 b)**

1. **Scope of Works:** PRNO.HO-EMA24-008 / REF NO. SHB240509-RG00249(SHB3)

**FOR THE SUPPLY AND DELIVERY OF LABORATORY CHEMICALS**

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	BUFFER SOLUTION, WATER PH 10	2 BOT	4,000.00
2	BUFFER SOLUTION, WATER PH 7	2 BOT	4,000.00
3	BUFFER SOLUTION, WATER PH 4	2 BOT	4,000.00
4	COPPER STANDARD SOLUTION	1 BOT	20,000.00
5	ETHANOL 4L	2 BOT	10,000.00
6	HEXADECANE 98% PURITY, 100ML	1 BOT	20,000.00
7	IODINE SOLUTION CONCENTRATE FOR 1000ML, 0.05MOL/L, MERCK TITRISOL CAT. NO. 109910.0001	4 BOT	40,000.00
8	LIQUIFIED PHENOL	1 BOT	15,000.00
9	SIGMACELL CELLULOSE TYPE 20, 500G	1 BOT	13,000.00
10	SILVER NITRATE 25G	2 BOT	20,000.00
11	SODIUM NITRITE	1 BOT	11,500.00
12	SODIUM NITROPRUSSIDE	1 BOT	15,000.00
13	SODIUM SULFITE	2 BOT	10,000.00
14	SODIUM SULFATE	3 BOT	6,000.00
15	SODIUM THIOSULFATE SOLUTION FOR 1000ML, NA <sub>2</sub> S <sub>2</sub> O <sub>3</sub> , 0.1 MOL/ (0.1N), MERCK TITRISOL CAT. NO. 109950.0001	4 BOT	20,000.00
16	STEARIC ACID 98% PURITY, 25G	1 BOT	5,000.00
17	SULFANILAMIDE	1 BOT	13,000.00
18	TRISODIUM CITRATE	4 BOT	10,000.00

*Handwritten signature/initials*

19	ZINC	1 BOT	20,000.00
TOTAL AMOUNT			260,500.00

Notes:

- **Warranty shall be at least Three (3) Months**
- **Mode of Award: Per Item. However, Bid Price offer should not exceed ABC per item.**
- **All materials/items to be supplied by the winning bidder shall be brand new, genuine, and in its original packaging.**
- **Must indicate Brand/Model and provide brochure or specifications on your quotation.**
- **Bidders are required and reminded to strictly state/include in their own Bid Proposal the requirements in the Terms and Conditions stated under the NPC Terms of Reference (TOR) to wit:**
  - **Payment Terms**
  - **Delivery Period**
  - **Price Validity**
  - **Delivery Point**
  - **Warranty**

**APPROVED BUDGET FOR THE CONTRACT: PHP 260,500.00**

**2. Delivery Period**

Delivery Period shall not be later than **Ninety (90) calendar days** upon receipt of the Purchase Order / Notice to Proceed.

**3. Delivery Point**

Items shall be delivered at **EMD- AS Laboratory, NPC-MRMD Bldg., Brgy. Buli, Muntinlupa**

**4. Bid Submission**

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

**5. Late Bids**

Any Bid submitted after the deadline for 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 Bid 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 bid submission.

## 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 Lowest Calculated Quotation (LCQ).

## 9. Detailed Evaluation and Comparison of Bids

The 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

Submitted documents of the LCQ shall be subjected to post qualification evaluation.

- PhilGEPS Certification and Mayor's/Business Permit.

The bid that PASSED the Post-Qualification shall be declared as the Lowest Calculated Responsive Quotation (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

- a. 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

Warranty is dependent upon the nature/type of the item which is included in the offer (i.e. Manufacturer's Warranty).

**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. 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 contract award, without thereby incurring any liability to the affected bidder/s.

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**SUPPLIER'S BID QUOTATION  
(SHOPPING 52.1 b)**

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. **HO-EMA24-008**. 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				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				

18				
19				
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 letter head following this format duly signed by the authorized representative when making the offer.*

**TERMS OF REFERENCE FOR PR No. HO-EMA24-008  
PURCHASE OF LABORATORY SUPPLIES (OMA)**

**1. SPECIFICATIONS:**

<b>Chemical</b>	<b>Specifications</b>	<b>Quantity</b>
1. Buffer Solution, pH 10	pH 10 buffer solution, 1 L per bottle	2 bottles
2. Buffer Solution, pH 7	pH 7 buffer solution, 1 L per bottle	2 bottles
3. Buffer Solution, pH 4	pH 4 buffer solution, 1 L per bottle	2 bottles
4. Copper Standard Solution	1000 mg/L Copper standard solution, Analytical Reagent Grade, at least 100 mL	1 bottle
5. Ethanol 4L	Absolute Ethanol, Analytical Reagent Grade, 4L	2 bottle
6. Hexadecane, 98% purity, 100 mL	Hexadecane, at least 98% purity, Analytical Reagent Grade, at least 100 mL	1 bottle
7. Iodine Solution Concentrate	Iodine Solution Concentrate, 0.05 mol/L for dilution to 1000 mL or readily prepared diluted to 1000 mL, Analytical Reagent Grade equivalent to Merck Titrisol Cat. No. 109910.0001	4 bottles
8. Liquified Phenol	Liquified Phenol, Analytical Reagent Grade, at least 100 mL	1 bottle
9. Sigmacell Cellulose Type 20, 500g	Sigmacell Cellulose Type 20, Analytical Reagent Grade, at least 500 g	1 bottle
10. Silver nitrate, 25 g	Silver nitrate powder, Analytical Reagent Grade, at least 50 g	2 bottles
11. Sodium nitrite	Sodium nitrite powder, Analytical Reagent Grade, at least 100 g	1 bottle
12. Sodium nitroprusside	Sodium nitroprusside, Analytical Reagent Grade, at least 100 g	1 bottle
13. Sodium sulfite	Sodium sulfite powder, Analytical Reagent Grade, at least 100 g	2 bottles
14. Sodium sulfate	Sodium sulfate powder, Analytical Reagent Grade, at least 100 g	3 bottles
15. Sodium thiosulfate solution, Na <sub>2</sub> S <sub>2</sub> O <sub>3</sub>	Sodium thiosulfate solution, 0.1 mol/L or 0.1 N for dilution to 1000 mL or readily prepared diluted to 1000 mL, Analytical Reagent Grade equivalent to Merck Titrisol Cat. No. 109950.0001	4 bottles
16. Stearic acid, 98% purity, 25g	Stearic acid, at least 98% purity, Analytical Reagent Grade, at least 25g	1 bottle




17. Sulfanilamide	Sulfanilamide powder, Analytical Reagent Grade, at least 100g	1 bottle
18. Trisodium citrate	Trisodium citrate, Analytical Reagent Grade, at least 100g	4 bottles
19. Zinc	1000 mg/L Zinc standard solution, Analytical Reagent Grade, at least 100 mL	1 bottle

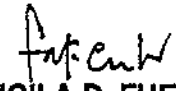
**2. DELIVERY**

- > Items must be delivered within ninety (90) calendar days upon receipt of P.O.
- > All With Material Safety and Data Sheet, Certificate of Analysis and Traceability to NIST
- > With at least 1 year expiration date upon delivery

Prepared by:

  
**JOSE AMIR A. DIONES**  
 Principal Chemist A

Noted by:

  
**LUCILA D. FUENTES**  
 Manager, EMAD