NATIONAL POWER CORPORATION

REQUEST FOR QUOTATION
(SMALL VALUE PROCUREMENT - 53.9)

April 23, 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-PUR24-004 / REF NO. SVP240415-KL00208 (SVP2)** and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on **or before 9:30 am** of **30 April 2024**.

The following documents must be submitted together with your quotation:

1. PhilGEPS Registration, whichever is applicable:

For Platinum Members:

2. 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:

a. Valid Mayor's Permit showing the expiry date
b. PhilGEPS Registration Number ;

3. Other documents: : *Please refer to the attached ADDITIONAL TOR*

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: *Please refer to the attached TOR*

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

For further inquiries, please contact the BAC Secretariat, **Ms. Kristine C. Lacatan** at telephone no/s. 8-924-5397 with e-mail address at ***kclacatan@napocor.gov.ph*** .

Very truly yours,

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

Republic of the Philippines
NATIONAL POWER CORPORATION

TERMS OF REFERENCE
ALTERNATIVE MODE OF PROCUREMENT
(SMALL VALUE PROCUREMENT – 53.9)

[redacted]

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-PUR24-004.** I agree with the conditions of the TOR and offer the following supplies with specific description.

ITEM NO.	QTY.	U/M	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1					
2					
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.

REVISED
NOVEMBER 2020

ORIGINAL

REPUBLIKA NG PILIPINAS
Pambansang Korporasyon Sa Elektrisidad
(NATIONAL POWER CORPORATION)

PURCHASE ORDER

P.O. No. 059032

Page _____ of _____

This PO number must appear on all papers, invoices, packing list and correspondence.

TO:

DATE:

PD NO.:

DELIVERY PERIOD: WITHIN _____ DAYS FROM DATE OF RECEIPT OF THIS ORDER

TERMS: WITHIN _____ DAYS UPON DELIVERY AND ACCEPTANCE OF THE GOODS AND DOCUMENTS TO SUPPORT PAYMENT (ANNEX "A").

DELIVERY POINT:

REQUISITIONER:

PO ITEM NO.	PR NO./ ITEM NO.	DESCRIPTION	QTY/UNIT OF MEAS	UNIT PRICE	AMOUNT
		Note: Please see Original Sample at MSSPD, Logistics Department c/o Mr. C.P. Castro			

THIS ORDER IS SUBJECT TO THE TERMS & CONDITIONS PRINTED AT THE BACK HEREOF:

CC GL OE WO JO

_____
FUNDS AVAILABLE

_____

Pambansang Korporasyon Sa Elektrisidad

BY:

_____
AUTHORIZED SIGNATURE

Please signify your acceptance and agreement with this P.O. by signing below:

CONFORME: _____

POSITION: _____

DATE: _____

NATIONAL POWER CORPORATION
Gabriel Y. Itchon Building
Senator Miriam P. Defensor-Santiago Avenue
(formerly BIR Road) corner Quezon Avenue,
Diliman. Quezon City 1100, Philippines

MSSPD - LOGISTICS DEPARTMENT
FAX NOS.: 8921-6048 / 8921-2468
Email: msspd@napocor.gov.ph

TEL. NOS.
8921-3541 to 80
8924-5494 / 5434 / 5284 / 5465

REVISED
NOVEMBER 2020

ORIGINAL

REPUBLIKA NG PILIPINAS
Pambansang Korporasyon Sa Elektrisidad
(NATIONAL POWER CORPORATION)

PURCHASE ORDER

P.O. No.

Page _____ of _____

This PO number must appear on all papers, invoices, packing list and correspondence.

TO:

DATE:

PD NO.:

PO ITEM NO.	PR NO./ ITEM NO.	DESCRIPTION	QTY/UNIT OF MEAS	UNIT PRICE	AMOUNT
		Note: Please see Original Sample at MSSPD, Logistics Department c/o Mr. C.P. Castro			

NATIONAL POWER CORPORATION
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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]