



National Power Corporation

REQUEST FOR QUOTATION (SHOPPING – 52 .1 b)

31 May 2023

Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. **HO-TDD23-008**, Ref. No. **SHB230615 - KA00156** and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on or before **09:30 A.M. of 15 June 2022**.

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, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal.

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 of bids is received on **15 June 2022**, the deadline for submission may be extended, as follows:

First (1 st) Extension	:	_____
Second (2 nd) Extension	:	_____
Third (3 rd) 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, **Ms. Nathalie Claire R. Abarquez** at telephone no/s. **8921-3541/ local no. 5611 / Fax No. 8922-1622** with e-mail address at **bcsd@napocor.gov.ph**.

Very truly yours,



RENE B. BARRUELA

Vice President, Corporate Affairs Group and
Chairman, Bids and Awards Committee

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Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. **Scope of Works:** PR NO. HO-TDD23-008 / REF NO. SHB230615-KA00156

For the SUPPLY AND DELIVERY OF LASER POINTER, VIDEO CAMERA AND VOICE RECORDER

PR Item	DESCRIPTION	QTY.	ABC (PhP)
1	LASER POINTER	4 PC	14,000.00
2	VIDEO CAMERA	1 UNIT	50,000.00
3	VOICE RECORDER	3 PC	30,000.00
GRAND TOTAL			94,000.00

NOTE:

- Mode of award shall be **lot award** considering that the offer shall not exceed the ABC for each item and the total ABC.
- **WARRANTY** shall be at least **ONE (1) YEAR** for all items.
- Please include the following in your quotation: payment terms, delivery period, price validity, delivery point and warranty.
- Please provide **specifications** and **model** for each item.

APPROVED BUDGET FOR THE CONTRACT: PHP 94,000.00

2. Delivery Period

Delivery Period shall not be later than ten (10) calendar days upon receipt of the Purchase Order / Notice to Proceed.

3. Delivery Point

Items shall be delivered at **NPC-Head Office Warehouse, Diliman, Quezon City.**

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 Bid (LCB).

9. Detailed Evaluation and Comparison of Bids

The LCB 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 LCB shall be subjected to post qualification evaluation.

- Original Mayor's/ Business Permit and PhilGEPS membership certificate

The bid that PASSED the Post-Qualification shall be declared as the Single /Lowest Calculated Responsive Bid (S/LCRB).

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), unless specified in the scope of works.

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-TDD23-008**. 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	LASER POINTER	4 PC		
2	VIDEO CAMERA	1 UNIT		
3	VOICE RECORDER	3 PC		
TOTAL BID PRICE				

Payment Terms: Thirty (30) Calendar Days
Delivery Period: Ten (10) Calendar Days
Price Validity: One Hundred Twenty (120) Calendar Days
Delivery Point: NPC-Head Office Warehouse, Diliman, Quezon City
Warranty: One (1) Year

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.



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TECHNICAL SPECIFICATIONS

PURCHASE REQUISITION NO.
HO-TDD23-008

	Description	Minimum Specifications
1.	LASER POINTER WIRELESS PRESENTER	
	Quantity	Four (4) Pieces
	Laser class	2 Laser
	Laser max output	Less than 1m W
	Laser wave length	640~660nm (red light)
	Battery type	2 AAA batteries
	Battery life (Laser pointer)	20-hour maximum
	Battery life (Presenter)	1050-hour maximum
	Wireless technology	2.4 GHz wireless technology
	Included	Wireless Presenter
		Wireless mini-receiver
		2 AAA batteries
		Carrying case
	Approved Budget for the Contract	P14,000.00
2.	CAMERA/VIDEO CAMERA	
	Quantity	One (1) Unit
	Megapixel & Sensor	24.1MP APS-C CMOS Sensor
	Kit lens	15-45mm
	LCD Screen	At least 3 inch, 180° Tilting Touchscreen LCD
	Video Recording	UHD 4K, HD 720
	Flash	Built-In
	Focus	Auto and Manual
	ISO	Auto, 100 to 25600
	Continuous Shooting	Up to 6.1 fps at 24.1 MP for up to 13 Exposures (Raw)
	Shutter Speed	1/4000 to 30 Seconds Bulb Mode
	Lens Filter Size	49 mm (Front)
	Card Slot	SD/SDHC/SDXC (UHS-I)
	Power/Battery	Rechargeable Lithium-Ion (at least 300 Shots)
	Included	Battery Pack, Charger with Power Cord
		Neck Strap
	Approved Budget for the Contract	P50,000.00



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3.	DIGITAL VOICE RECORDER	
	Quantity	Three (3) Pieces
	Memory	4GB Built-In
	Battery Type	Built-In Lithium Battery
	Recording Format	Linear PCM/MP3
	Microphone	Built-In Stereo S-Mic
	Battery Life	At least 22 Hours Recording LPCM 44.1Khz, 16bit
		At least 26 Hours Recording MP3, 128 Kbps
	Interfaces	Earphone Jack
		Mic-In Jack
		Microphone In
	Features	Voice Operated Recording (VOR)
		Calendar Search
		Recording Monitor
		Scene Select
		Noise Cut
		LCD Backlight
		Digital Pitch Control
		USB direct connection
	Included	Stereo Headphone
		Quick Start Guide
		USB Cable
		Carrying Case
	Approved Budget for the Contract	P30,000.00