



**National Power Corporation**  
**REQUEST FOR QUOTATION**  
**(SMALL VALUE PROCUREMENT - 53.9)**

April 05, 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-TFM24-005** Ref. No. **SVP240131-KB00058 (SVP5)** 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 **9:30 AM** of **12 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:

- Valid Mayor's Permit showing the expiry date
- 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, **Mr. Keano Angelo D. Bernabe** at telephone no/s. 8 - 921-3541 loc 5397 / with e-mail address at [kadbernabe.npc@gmail.com](mailto:kadbernabe.npc@gmail.com) or [bcسد@napocor.gov.ph](mailto:bcسد@napocor.gov.ph)

Very truly yours,

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



**NATIONAL POWER CORPORATION**  
Gabriel Y. Itchon Building  
Senator Miriam P. Defensor-Santiago Avenue (formerly BIR Road)  
corner Quezon Avenue, Diliman, Quezon City 1100, 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  
(SMALL VALUE PROCUREMENT – 53.9)**

**1. Scope of Works: PRNO.HO-TFM24-005/REF NO. SVP240131-KB00058(SVP5)**

**For the DISPOSAL OF HAZARDOUS WASTE MATERIALS WASTE DISPOSAL AT NPC HO**

Item No.	DESCRIPTION	QTY.	U/M	ABC (PhP)
1	DISPOSAL OF HAZARDOUS WASTE MATERIALS WASTE DISPOSAL AT NPC HO	1	LOT	60,000.00
TOTAL AMOUNT				60,000.00

**Notes:**

- **Please see attached ANNEX "A" End User's Term of Reference and Scope of Works.**
- **Mode of Award: Lot Award.**
- **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**
  - **Contract Period**
  - **Price Validity**
  - **Delivery Point**
  - **Warranty**

**APPROVED BUDGET FOR THE CONTRACT: PHP 60,000.00**

**2. Contract Period**

Contract Period shall not be later than **Forty (40) Calendar Days** upon receipt of the Purchase Order / Notice to Proceed.

**3. Delivery Point**

Items shall be delivered at **NPC HEAD OFFICE, 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.

**National Power Corporation****TERMS OF REFERENCE****DISPOSAL OF HAZARDOUS WASTE MATERIALS****1. Scope of Works**

This project involves one time hauling, transport, treatment, and disposal of One (1) Lot of hazardous wastes, based on the reported 4<sup>th</sup> Qtr Self-Monitoring Report (SMR) CY 2023 of National power Corporation Building – Head Office located at Gabriel Y. Itchon Building, Senator Miriam Defensor-Santiago (formerly BIR Road) corner Quezon Avenue, Diliman, Quezon City, to wit:

HW No.	HW Class	HW Nature	HW Cataloguing	HW Generated	
				Quantity	Unit
D407	Mercury and Mercury Compounds	Solid	Toxic	0.1673	Tonnes
I104	Oil contaminated materials	Liquid	Flammable	0.045	Tonnes
F601	Solvent Based	Liquid	Toxic	0.125	Tonnes
M501	Pathogenic or infectious wastes	Solid	Toxic	0.1054	Tonnes
M503	Pharmaceuticals and drugs	Solid	Toxic	0.222	Tonnes

The scope of the work is in accordance with the existing Department of Environment and Natural Resources-Environmental Management Bureau, (DENR-EMB) Rules and Regulations on proper hauling, treatment, and disposal of hazardous wastes per RA 6969 requirements.

**2. Terms and Conditions**

- 2.1 The project is limited only to registered DENR-EMB Transporter and Treatment, Storage and Disposal (TSD) Facility Operators.
- 2.2 The cost of transport, treatment and disposal is per Liter or kg of generated hazardous waste. The price offer to be submitted shall be inclusive of VAT, transport cost, treatment and disposal and permit fees at the DENR-EMB, i.e., Permit to Transport (PTT), HW Manifest application and other fees, expenses/charges relative thereto. NPC Building-HO, however, shall extend assistance in the processing of the said permits through online HWMS of the DENR-EMB. Payment shall be based on the actual volume of hazardous wastes transported, treated, and disposed of.



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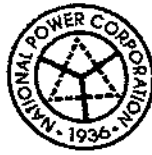
- 2.3 The transport of the generated laboratory wastes shall be covered by a valid PTT and Hazardous Waste Manifest issued by the DENR-EMB NCR.
- 2.4 Mobilization of necessary personnel, equipment and materials required for the project.
- 2.5 Label re-packed, re-bagged and re-drummed hazardous wastes and their components, if necessary, prior to loading to the DENR-registered transport vehicle per RA 6969 requirements.
- 2.6 Institution of spill prevention measures during and after loading of the laboratory wastes and expired chemicals/reagents to the DENR-registered transport vehicle.
- 2.7 Transport the hazardous wastes by DENR-registered Transporter from NPC Building-Head Office @ Gabriel Y. Itchon Building, Senator Miriam Defensor-Santiago Avenue (formerly BIR Road) to the DENR-registered Treatment, Storage and Disposal (TSD) facility.
- 2.8 Treat and dispose the hazardous wastes in accordance with the DENR approved procedures/treatment method.
- 2.9 The project is considered completed upon issuance of the Contractor of the Certificate of Treatment (COT) and a corresponding Certificate of Acceptance will be issued by NPC-TFMD for processing of payment.

### 3. Requirements of the Contractor (During Bid-Opening)

- 3.1. Treatment Storage Disposal (TSD) Registration Certificate from DENR
- 3.2. Transporter Registration Certificate from DENR
- 3.3. Memorandum of Agreement (MOA) with the DENR-registered TSD Facility, if the Transporter is not TSD-registered or vice versa
- 3.4. DENR Accredited Pollution Control Officer (PCO)
- 3.5. Transporter Management Plan
- 3.6. Route of Transport
- 3.7. Schedule of Hauling and Transport of Wastes
- 3.8. Certificate of Site Inspection duly issued by NPC's authorized personnel

### 4. Contract Duration

- 4.1. The contract duration shall be forty (40) calendar days from contract effectivity as specified in the Notice to Proceed. Mobilization of the Contractor's tools/equipment, accessories and manpower resources required to transport, the hazardous wastes from National Power Corporation Head Office Gabriel Y. Itchon Building designated Hazardous Waste Storage Area and Oil Storage Area upon the issuance of "Permit To Transport" and "Hazardous Waste Manifest" of the DENR-EMB NCR and treat and dispose to the Contractor's TSD facility per DENR approved treatment method.



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4.2. The contract is deemed completed upon the submission of the CONTRACTOR of a "Certificate of Treatment".

### **5. Work Safety and Working Hours**

5.1. The CONTRACTOR shall strictly observe all safety and security rules and regulations of the NPC Head Office.

5.2. Hauling activities inside the NPC premises shall be allowed only from 8:00 AM to 5:00 PM Monday to Friday.

### **6. Liabilities**

As soon as CONTRACTOR has accepted the Hazardous Waste for transportation from NPC Head Office premises to CONTRACTOR's disposal facility/site, and/or has left NPC premises, NPC shall no longer be liable for claims from the CONTRACTOR or any person's/entities arising from any incident whatsoever, whether the Hazardous Waste is in the custody of the CONTRACTOR, during transport or prior to disposal at the CONTRACTOR's disposal facility, and the CONTRACTOR shall defend/protect NPC in court against any such claims at CONTRACTOR's expenses;

Nevertheless, NPC retains ownership for Hazardous Wastes it has generated until the said Hazardous Wastes has been certified by the CONTRACTOR as finally disposed, with the issuance of "Certificate of Treatment" in accordance with existing DENR Rules and Regulations on proper disposal of toxic and hazardous wastes (RA 6969).

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### 7. Payment

The CONTRACTOR shall submit to NPC a Billing Statement or Statement of Account based on the actual volume of hazardous waste transported, treated and disposed as stipulated in the Purchase Order/Contract together with the Certificate of Treatment duly received by the DENR-EMB NCR.

ITEM	MILESTONES	COMPLETION TIME
1	Secure of all licenses, permits, necessary for the contract.	30 calendar days
2	Mobilization at sites of supplies/materials/manpower and transport of laboratory wastes and expired chemicals/reagents to the Contractor's TSD facility.	3 calendar days
3	Treatment & Disposal	7 calendar days
	<b>Total No. of Days of Completion</b>	<b>40 Calendar days</b>

Approved By:

**ALMARIO G. RETUAL**  
Manager, TFMD

**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. 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**

No warranty shall be required on this project.

**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  
(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-TFM24-005 (SVP5)**. 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 letter head following this format duly signed by the authorized representative when making the offer.*