



National Power Corporation

REQUEST FOR QUOTATION (SHOPPING – 52 .1 b)

January 11, 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-TFM24-016** Ref. No. SHB240119 - KB00030 and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on **or before 9:30 AM of 19 January 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 **19 January 2024**, 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, **Mr. Keano Angelo D. Bernabe** at telephone no/s. 8921-3541 loc 5776 / Fax No. 8922-1622 with e-mail address at kadbernabe.npc@gmail.com

Very truly yours,


ATTY MELCHOR P. RIDULME
 Chairman, Bids and Awards Committee



NATIONAL POWER CORPORATION

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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:** PRNO.HO-TFM24-016/ REF NO. SHB240119 - KB00030

For the Supply and Delivery of: BATTERIES FOR PREVENTIVE MAINTENANCE OF NPC VEHICLES

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	BATTERY 2SMF, MAINTENANCE FREE	7 PC	50,960.00
2	BATTERY 3SMF, MAINTENANCE FREE	8 PC	70,720.00
3	BATTERY 1SN FOR TOYOTA RUSH	10 PC	85,000.00
TOTAL AMOUNT			206,680.00

Notes:

- **Warranty: at least One (1) Year**
- **Mode of Award: Lot Award. However, Bid Price offer should not exceed ABC per item.**
- **Indicate brand and submit specifications/brochure to support the offered item**
- **See attached sheet for complete Technical Specification**
- **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 206,680.00

2. Delivery Period

(see attached end-user terms of reference for complete details)

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

Item No.	Complete Description	Specification	Quantity	Unit of Measurement
1	BATTERY 2SMF, MAINTENANCE FREE	<ul style="list-style-type: none">• Maintenance Free• 1 Year Warranty	7	PC
2	BATTERY 3SMF, MAINT. FREE	<ul style="list-style-type: none">• Maintenance Free• 1 Year Warranty	8	PC
3	BATTERY 1SN FOR TOYOTA RUSH	<ul style="list-style-type: none">• NS40, Reverse Configuration• 1 Year Warranty	10	PC

NOTE:

1. Award shall be in a LOT BASIS.
2. The items shall involve an Open Purchase Order (OPO) with the following provisions:
 - a. The OPO shall cover a supply contract period of one (1) year from the effectivity of the Notice to Proceed (NTP).
 - b. The delivery shall be on a staggered basis. The item shall be delivered within five (5) calendar days upon request thru phone or e-mail.
 - c. Delivery shall be reckoned from the date of receipt of NTP duly confirmed via telephone and noted as officially received by the Supplier.
 - d. Payment shall be made on a per delivery basis.
 - e. If the OPO item quantities are not fully served, any remaining item shall be fully delivered at the end of the contract period.
 - f. Supplier shall be responsible for having an available supply of the item on this OPO. If the supplier fails to meet the requested item for delivery within due date, and NPC is forced to purchase the item from other sources due to urgency of need, the difference between the awarded price and outsourced price shall be chargeable to the supplier.
 - g. Deliveries which are not in conformance with the technical specifications shall be rejected.
3. Delivery Period : Five (5) Calendar Days
4. Delivery Point : NPC Head Office, Diliman, Quezon City
5. Terms of Payment : Thirty (30) Calendar Days

Prepared By:

ALBERT D. REODIQUE
Section Chief, TFMD

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.

- 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-TFM24-016**. 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.