



National Power Corporation

REQUEST FOR QUOTATION (SHOPPING – 52 .1 b)

March 14, 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-TWT24-003** Ref. No. SHB240327-RE00146 and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on or before **9:30 AM of 27 MARCH 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 **27 MARCH 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. Renz Gabriel L. Cruz** at telephone no/s. 8921-3541 loc 5397 / Fax No. 8922-1622 with e-mail address at renzacruz.napocor@gmail.com

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
(SHOPPING – 52.1 b)**

1. **Scope of Works:** PRNO.HO-TWT24-003 / REF NO. SHB240327 - R600146

FOR THE SUPPLY AND DELIVERY OF MATERIALS AND EQUIPMENT

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	JACKET WATERPROOF, RAIN JACKET	6 PACK	48,000.00
2	PRINTER 3 IN 1 (PRINT, SCAN, COPY), CONTINUOUS INK SUPPLY SYSTEM	2 PC	22,000.00
TOTAL AMOUNT			70,000.00

Notes:

- **Warranty for Item 1 Shall be at least Three (3) Months**
- **Warranty for item 2 Shall be at least One (1) Year**
- **Please see attached for complete specifications.**
- **Mode of Award: Lot Award. 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 70,000.00

2. Delivery Period

Delivery Period shall not be later than **Fifteen (15) Calendar Days** upon receipt of the Purchase Order / Notice to Proceed.

3. Delivery Point

Items shall be delivered at **NPC WAREHOUSE, 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.

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.

-----remaining spaces are intentionally left blank -----

**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-TWT24-003**. 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.

WATERPROOF JACKET

Specifications:

- Waterproof, breathable fabrics
- 3 in 1 Jacket – Wear 3 ways, outer waterproof shell, inner warm lightweight jacket, and both together for waterproof and warmth
- Adjustable cuffs, hoods, and hem for a great fit
- Lightweight
- Taped Seams
- Zipped pockets
- Interior zippered pocket
- 100% polyester with water-resistant face coating
- 2.4-ounce polyfill insulation for the body
- 1.8-ounce polyfill insulation in hood and sleeves
- Warm insulated inner
- Color – 1 Red, 2 Black, 2 Gray

PRINTER 3-IN-1

Specifications:

- Print, Scan and Copy
- Compact integrated tank design
- High-yield ink bottles
- Spill-free, error-free refilling
- Borderless printing up to 4R

Printing Technology

- Print Method: On-demand Ink jet
- Nozzle Configuration: 180x1 nozzles Black, 59x1 nozzles per color (cyan, magenta, yellow)
- Maximum Resolution: 5760 x 1440 dpi

Print Speed

- Photo Default – Approx. 69 sec per photo (border) / 90 sec per photo (borderless)
- Draft, A4 (Black/Colour)

Copying

- Maximum Copies Standalone: 20 copies
- Maximum Copy Resolution: 600 x 600 dpi
- Maximum Copy Size: A4, Letter

Scanning

- Scanner Type: Flatbed colour image scanner
- Optical Resolution: 1200 x2400 dpi
- Maximum Scan Area: 216 x 297 mm
- Scan Speed: Flatbed (black/colour) Up to 11 sec / 28 sec

Paper Handling

- Number of Paper trays: 1
- Maximum Paper Size: 215.9 x 1200 mm
- Paper Sizes: Legal, Indian-Legal, A4, B5, A5, B6, A6, Hagaki, Envelopes: #10, DL6
- Dimension: 375x347x179 mm
- Rated Voltage: AC 220 -240 V
- Rated Frequency: 50-60 Hz
- Operating: 12.0 W
- USB 2.0



TIWI, Pasig
Diliman, Quezon City

HO-TWT24-003

Use this Number
in all communication

PURCHASE REQUISITION

Requisitioning Office : TIWI WATERSHED TEAM
Cost Center Number : 4306029 Local : 5217
GL No. : _____ OE No.: _____
WO No. : _____ JO No. : _____

Date : 02/06/24
Date Needed : 05/06/24
Deliver to : NPC Warehouse, Diliman, QC
Date PR Rcvd. by Proc Office: _____

ITEM NO.	NSN	COMPLETE DESCRIPTION/SPECIFICATION	QUANTITY	U/M	ESTIMATED COST	ASSIGNED GL/PO/IO NO.	
MATERIALS AND EQUIPMENT							
1	N040000000	JACKET WATERPROOF, RAIN JACKET	6	PACK	48,000.00	77	
2	N040000000	PRINTER 3 IN 1 (PRINT, SCAN, COPY), CONTINUOUS INK SUPPLY SYSTEM	2	PC	22,000.00	77	
					PHP	70,000.00	8
					VAT	7,500.00	8
NET AMOUNT (PR AMOUNT LESS VAT)					62,500.00	8	

LOGISTICS DEPARTMENT

Received by: OM _____ **BCSD** 04 MAR 24
 Date Encoded: _____
 MOP: PB LSB NP-SVP NP-ATA SH DC RO
 Dept. Mgr.: 3-8 Facilitator: RICKIE

CERTIFIED FUNDS AVAILABLE
 PERIOD: 2024
 JOB ORDER: 50093
 COST CENTER: 4306029
 AMOUNT: 62,500.00

Dis
 [Signature]

Confirmation of Stock Non-Availability
 [Signature]
 R. SOLIDA
 Mtrs. Mgmt. Specialist A

**INCLUDED IN BSRP:
 SPECS. REVIEWED:**
 [Signature]
 J. CARANTO
 DIS/TS. 1188

PURPOSE/REMARKS : Item No. 1 - Personal Protective Equipment, Item No. 2 - for Tiwi WAT office use. PER ITEM BASIS

Attachments : Approved PPMP for CY 2024	Requisitioned by [Signature] JAIUS B. ANASTOSO Print Name & Position Section Chief, TWAT	Approved for Purchase : [Signature] VINCENT B. CONCIO Print Name & Position Manager, RDD/SLBWAC
	Date	Date