



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

Sir/Madam:

Please provide us with your best quotation for the item/s as specified in **PR No. S3- B0824-001** based on General Conditions in the Terms of Reference (TOR) the Bid Proposal Shall be submitted by the bidder in a sealed envelope directly at SPUG-MOD office building via email or using the drop box located at the lobby at HC Building, Gov. Camins Ext., Sta. Maria, Zamboanga City on or Before **9:00 AM** of **25 January 2024.**

The following documents must be submitted together with your quotation:

1. Valid Mayor's Permit
2. PhilGEPS Registration Number / PhilGEPS Certificate
3. Omnibus Sworn Statement
4. Other Documents (please refer to the attached TOR)
5. Eligibility requirement for Construction and Repairs

to Php 500,000.00 –Engineering Services

Above Php 500,000.00 – PCAB License (Category E/Trade)

In case of no bid or insufficient number of Supplier submitted bid as required, the deadline for submission may be extended or a re-canvass may be conducted without prior notice to any previous bidder(s).

The RFQ/Bid Proposal shall be submitted by the bidder to NPC on the manner of submission based on the ABC as follows:

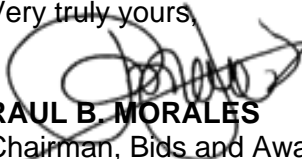
Approved Budget for the Contract (ABC)

Up to Php 50,000.00 - via e- mail/ bid proposal to procurement officer

Above Php 50,000.00 - via Sealed Offer (use drop box @ procurement office)

For further inquiries, please contact the DBAC Secretariat, Mr. Jeziel F. Montulo at Email Add: jfmontulo@napocor.gov.ph and telephone No. 992-7754

Very truly yours,


RAUL B. MORALES
Chairman, Bids and Awards Committee
SPUG-Mindanao Operations Department



Small Power Utilities Group
Mindanao Operations Department
NPC Compound, Kumintang St., Mintal, Tugbok Dist., Davao City
Email: mod@napocor.gov.ph
Telfax No. (082) 293-0610/(082) 293-0657



Omnibus Sworn Statement (Revised)

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;

*This omnibus statement is a requirement in the Technical Envelope. The following additional requirements shall also be submitted: In the case of corporation/partnership/JV, **duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable.***

[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*

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY)SS.

BEFORE ME, a Notary Public for and in Quezon City, Philippines, this _____ day of _____, 20_____, personally appeared:

<u>NAME</u>	<u>CTC NO.</u>	<u>ISSUED AT/ON</u>
_____	_____	_____

known to me and known to be the same person who executed the foregoing instrument consisting of _____ () pages, including the page whereon the acknowledgments is written and acknowledged before me that the same is his free and voluntary act and deed and that of the Corporation he represents.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Notary Public
Until 31 December 20_____
PTR No. _____
Issued at: _____
Issued on: _____
TIN No. _____

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

This omnibus statement is a requirement in the Technical Envelope. The following additional requirements shall also be submitted: In the case of corporation/partnership/JV, duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable.

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Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. Scope of Works (REF: _____ PR NO. S3- B0824-001)

“SUPPLY AND DELIVERY OF VARIOUS CONSUMABLE MATERIALS FOR THE PMS OF UNIT 1 AND UNIT NO.2”

ITEM NO.	DESCRIPTION	QTY.	U/M	ABC (Php)
1	SUPPLY AND DELIVERY OF VARIOUS CONSUMABLE MATERIALS FOR THE PMS OF UNIT NO.1 AND UNIT 2.	1	LOT	500,000.00
	MATERIALS			
1	ANTI-SEIZE COMPOUND, 1LB/CAN, BRUSH TYPE	2	CANS	16,960.00
2	CIRCULAR WIRE BRUSH, STANDARD CAP BRUSH 3" DIA	12	PCS	2,544.00
3	CARBORANDUM STONE#108, HALF FINE/HALF COARSE	6	PCS	1,410.00
4	CONTACT CLEANER, HI-DIELECTRIC STRENGHT, 16 OZ./CAN	12	CANS	22,080.00
5	CRACK DETECTOR, 3-PARTS, 16 OZ./PART	8	SETS	15,224.00
6	CROCUS CLOTH, GRIT 1000, 10"WIDTH	10	METERS	4,664.00
7	DESCALER, 20 LI/PAIL	8	PAILS	32,216.00
8	WORKING GLOVES, DISPOSABLE, COTTON TYPE	100	PAIRS	2,100.00
9	ELECTRICAL TAPE, 0.16mm x 19mm x 16 METERS	20	PCS	1,580.00
10	GASKET COMPRESSED, 1/8" , 5'X10'	6	SHEETS	41,343.00
11	GASKET MAKER, HIGH TEMP.RTV, 80 GM/ TUBE	30	TUBES	20,040.00
12	GASKET,VALLEMOID ,1/16", 5' X 10'	6	SHEETS	47,670.00
13	GASKET,VALLEMOID, 1/32", 5'X10'	6	SHEETS	79,470.00
14	GENERATOR CLEANER, 20LIT/PAIL	4	PAILS	13,864.00
15	GREASE, MULTI-PURPOSE, 20LIT/PAIL	2	PAILS	8,374.00
16	GRINDING COMPOUND, COARSE & FINE, 1LB./CAN	10	CANS	14,300.00
17	HAND CLEANER, WATER-BASED, 20 LI/PAIL	6	PAILS	35,298.00

18	INDUSTRIAL SOAP, 25KG/SACK	4	SACKS	18,572.00
19	INSULATING VARNISH AEROSOL, 16OZ./CAN	8	CANS	13,480.00
20	METAL MARKIN PEN, BALL POINT, LUMINOUS COLOR	12	PCS	4,188.00
21	PAINT BRUSH NO.1”	20	PCS	840.00
22	PAINT BRUSH NO.3”	20	PCS	1,040.00
23	PENETRATING OIL, 16 OZ./CAN, ISO CERTIFIED	12	CANS	7,620.00
24	RUST CONVERTER	6	GALLON	26,712.00
25	TISSUE PAPER, 3PLY	24	ROLLS	648.00
26	SAND PAPER NO.120, METAL	80	SHEETS	2,960.00
27	SAND PAPER NO.240 , METAL	80	SHEETS	2,960.00
28	SAND PAPER NO.1,000 , METAL	80	SHEETS	2,960.00
29	SCRUBBING PAD, W/ FOAM , 2" X 4"	48	PCS	3,792.00
30	STAIN REMOVER , 20 LI/ PAIL	2	PAILS	15,191.00
31	STEEL PUTTY, 1LB,	6	SETS	15,900.00
32	WASTE RAG ,CIRCULAR, 6" DIA. 25PCS/KL	160	KGS	24,000.00
TOTAL AMOUNT				500,000.00
Notes:				
<ul style="list-style-type: none"> • Mode of award is on PER LOT basis. • Please see attached additional scope of works and other requirements for reference. • Warranty shall be given within the subscription period. 				

APPROVED BUDGET FOR THE CONTRACT: Php 500,000.00

1. Delivery Period

Delivery Period shall not be later than **30 CALENDAR DAYS** upon receipt of the Purchase Order / Notice to Proceed.

2. Delivery Point

Items shall be delivered at **PLANTSITE, PB-108, Lamitan City.**

3. Bid Submission

The Bidder shall submit their bids through their authorized representative or in the manner of submission as prescribed in the RFQ.

Each Bidder must submit two (2) copies of the first and second components of its Bid, marked Original and Photocopy. Only the original copy will be read and considered for the bid.

Any misplace documents outside of the Original copy will not be considered. The photocopy is ONLY FOR REFERENCE.

4. **Late Bids**

Any Bid submitted after the deadline for submission and receipt of Bids shall not be accepted by NPC.

5. **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.

6. **Bid Price Validity**

Price Validity shall not be less than One Hundred Twenty (120) calendar days from date of bid submission.

7. **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).

8. **Detailed Evaluation and Comparison of Bids**

The S/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.

9. **Post-qualification**

Submitted documents of the LCB shall be subjected to post qualification evaluation.

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

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

10. **Total Contract Price**

The Total Contract Price shall be inclusive of all taxes and other related expenses / charges.

11. **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.

12. **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.

13. Terms of Payment

Terms of Payment shall be thirty (30) calendar days after submission of complete supporting documents.

14. Warranty

Unless otherwise provided in the RFQ, the warranty period shall be a minimum of one (1) year from the date of final acceptance by the end-user.

15. 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).

16. 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).

17. 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.

18. Administrative Sanctions

Bidder shall likewise be imposed the rules as stated in section 69 (Imposition of administrative penalties) should there be infractions committed.

19. 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
 (NP-SMALL VALUE PROCUREMENT - 53.9)**

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No. **S3-B0824-001**. 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	U/M	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	SUPPLY AND DELIVER OF CONSUMABLE MATERIALS FOR THE PMS OF UNIT NO.1 AND UNIT NO.2	1	LOT		
	MATERIALS				
1	ANTI-SEIZE COMPOUND, 1LB/CAN, BRUSH TYPE	2	CANS		
2	CIRCULAR WIRE BRUSH, STANDARD CAP BRUSH 3" DIA	12	PCS		
3	CARBORANDUM STONE#108, HALF FINE/HALF COARSE	6	PCS		
4	CONTACT CLEANER, HI-DIELECTRIC STRENGHT, 16 OZ./CAN	12	CANS		
5	CRACK DETECTOR, 3-PARTS, 16 OZ./PART	8	SETS		
6	CROCUS CLOTH, GRIT 1000, 10"WIDTH	10	METERS		
7	DESCALER, 20 LI/PAIL	8	PAILS		
8	WORKING GLOVES, DISPOSABLE, COTTON TYPE	100	PAIRS		
9	ELECTRICAL TAPE, 0.16mm x 19mm x 16 METERS	20	PCS		
10	GASKET COMPRESSED, 1/8" , 5'X10'	6	SHEETS		
11	GASKET MAKER, HIGH TEMP.RTV, 80 GM/ TUBE	30	TUBES		
12	GASKET,VALLEMROID ,1/16", 5' X 10'	6	SHEETS		
13	GASKET,VALLEMROID, 1/32", 5'X10'	6	SHEETS		

14	GENERATOR CLEANER, 20LIT/PAIL	4	PAILS		
15	GREASE, MULTI-PURPOSE, 20LIT/PAIL	2	PAILS		
16	GRINDING COMPOUND, COARSE & FINE, 1LB./CAN	10	CANS		
17	HAND CLEANER, WATER-BASED, 20 LI/PAIL	6	PAILS		
18	INDUSTRIAL SOAP, 25KG/SACK	4	SACKS		
19	INSULATING VARNISH AEROSOL, 16OZ./CAN	8	CANS		
20	METAL MARKIN PEN, BALL POINT, LUMINOUS COLOR	12	PCS		
21	PAINT BRUSH NO.1”	20	PCS		
22	PAINT BRUSH NO.3”	20	PCS		
23	PENETRATING OIL, 16 OZ./CAN, ISO CERTIFIED	12	CANS		
24	RUST CONVERTER	6	GALLON		
25	TISSUE PAPER, 3PLY	24	ROLLS		
26	SAND PAPER NO.120, METAL	80	SHEETS		
27	SAND PAPER NO.240 , METAL	80	SHEETS		
28	SAND PAPER NO.1,000 , METAL	80	SHEETS		
29	SCRUBBING PAD, W/ FOAM , 2" X 4"	48	PCS		
30	STAIN REMOVER , 20 LI/ PAIL	2	PAILS		
31	STEEL PUTTY, 1LB,	6	SETS		
32	WASTE RAG ,CIRCULAR, 6" DIA. 25PCS/KL	160	KGS		
TOTAL BID PRICE					

TERMS OF REFERENCE

Small Value Procurement – 53.9/ PRNO. S3-B0824-001

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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.