



Republic of the Philippines  
NATIONAL POWER CORPORATION

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

**PR NO. S3-JOL23-002**

**1. Scope of Works**

For the Supply and Delivery of: MATERIALS FOR THE PMS OF UNIT 1 & 3 OF JOLO DPP

**UNIT NO. 1**

<b>Item No.</b>	<b>DESCRIPTION</b>	<b>QTY.</b>	<b>ABC (PhP)</b>
1	ANTI-SEIZE COMPOUND, 1lb/can	12 CAN	15,000.00
2	CAP BRUSH CIRCULAR TYPE	4 PCS	1,700.00
3	CARBORUNDUM STONE, #108, half fine/half coarse	2 PCS	175.00
4	CONTACT CLEANER, 16 oz./can	12 CAN	21,000.00
5	CRACK DETECTOR, 3-PARTS, 16 oz./part	4 SET	12,000.00
6	CROCUS CLOTH	2 PCS	600.00
7	DESCALER, 20 li/pail, <b>ISO PRODUCT CERTIFIED</b>	4 PAIL	24,000.00
8	DISPOSABLE GLOVES, COTTON	100 PAIRS	2,250.00
9	ELECTRICAL TAPE, 16 M / ROLL, HEAVY DUTY	12 PC	1,800.00
10	EPOXY PAINT, DARK GREEN	4 GAL	6,400.00
11	EPOXY PAINT, NILE GREEN	4 GAL	6,400.00
12	GASKET COMPRESSED, 1/8" , 5'X10'	2 SHT	7,500.00
13	GASKET MAKER, HIGH TEMP., 80 gm/ tube	40 TUBE	15,000.00
14	GENERATOR CLEANER, 20 LI. / PAIL, MSDS, FAST DRY, SAFETY SOLVENT, <b>ISO PRODUCT CERTIFIED</b>	4 PAIL	34,000.00
15	GREASE , HIGH TEMPERATURE, ALL PURPOSE	2 PAIL	12,000.00
16	GRINDING COMPOUND, COARSE & FINE, 1LB.	12 SET	8,100.00
17	HAND CLEANER, WATER-BASED, 20 li/pail	2 PAIL	10,500.00
18	INDUSTRIAL SOAP LIQUID, 20 LI. / PAIL	4 PAIL	9,000.00
19	INSULATING VARNISH AEROSOL, 350 ML / CAN	4 CAN	10,000.00
20	LACQUER THINNER	2 GAL	900.00
21	METAL MARKING PEN	4 PCS	900.00

22	PAINT BRUSH NO.1	4 PCS	80.00
23	PAINT BRUSH NO.3	4 PCS	170.00
24	PENETRATING OIL, 16 oz./can	12 CAN	39,000.00
25	RUST CONVERTER	8 GAL	34,000.00
26	SAND PAPER NO.1000	20 SHT	750.00
27	SAND PAPER NO.120	16 SHT	600.00
28	SAND PAPER NO.240	10 SHT	375.00
29	SCRUBBING PAD, 3M	60 PC	1,800.00
30	STAIN REMOVER 20 LI/ PAIL	2 PAIL	9,500.00
31	STEEL PUTTY, A & B, TUBE 242 grams. / 10 Oz	6 SET	7,500.00
32	WASTE RAG, CIRCULAR, 6" dia.,30 PCS. / KGS.	56 KGS	7,000.00
TOTAL AMOUNT			<b>300,000.00</b>

**UNIT NO. 3**

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	ANTI-SEIZE COMPOUND, 1lb/can	12 CAN	15,000.00
2	CAP BRUSH CIRCULAR TYPE	4 PCS	1,700.00
3	CARBORUNDUM STONE, #108, half fine/half coarse	2 PCS	175.00
4	CONTACT CLEANER, 16 oz./can	12 CAN	21,000.00
5	CRACK DETECTOR, 3-PARTS, 16 oz./part	4 SET	12,000.00
6	CROCUS CLOTH	2 PCS	600.00
7	DESCALER, 20 li/pail, <b>ISO PRODUCT CERTIFIED</b>	4 PAIL	24,000.00
8	DISPOSABLE GLOVES, COTTON	100 PAIRS	2,250.00
9	ELECTRICAL TAPE, 16 M / ROLL, HEAVY DUTY	12 PC	1,800.00
10	EPOXY PAINT, DARK GREEN	4 GAL	6,400.00
11	EPOXY PAINT, NILE GREEN	4 GAL	6,400.00
12	GASKET COMPRESSED, 1/8" , 5'X10'	2 SHT	7,500.00
13	GASKET MAKER, HIGH TEMP., 80 gm/ tube	40 TUBE	15,000.00
14	GENERATOR CLEANER, 20 LI. / PAIL, MSDS, FAST DRY, SAFETY SOLVENT, <b>ISO PRODUCT CERTIFIED</b>	4 PAIL	34,000.00
15	GREASE , HIGH TEMPERATURE, ALL PURPOSE	2 PAIL	12,000.00
16	GRINDING COMPOUND, COARSE & FINE, 1LB.	12 SET	8,100.00

17	HAND CLEANER, WATER-BASED, 20 li/pail	2 PAIL	10,500.00
18	INDUSTRIAL SOAP LIQUID, 20 LI. / PAIL	4 PAIL	9,000.00
19	INSULATING VARNISH AEROSOL, 350 ML / CAN	4 CAN	10,000.00
20	LACQUER THINNER	2 GAL	900.00
21	METAL MARKING PEN	4 PCS	900.00
22	PAINT BRUSH NO.1	4 PCS	80.00
23	PAINT BRUSH NO.3	4 PCS	170.00
24	PENETRATING OIL, 16 oz./can	12 CAN	39,000.00
25	RUST CONVERTER	8 GAL	34,000.00
26	SAND PAPER NO.1000	20 SHT	750.00
27	SAND PAPER NO.120	16 SHT	600.00
28	SAND PAPER NO.240	10 SHT	375.00
29	SCRUBBING PAD, 3M	60 PC	1,800.00
30	STAIN REMOVER 20 LI/ PAIL	2 PAIL	9,500.00
31	STEEL PUTTY, A & B, TUBE 242 grams. / 10 Oz	6 SET	7,500.00
32	WASTE RAG, CIRCULAR, 6" dia., 30 PCS. / KGS.	56 KGS	7,000.00
TOTAL AMOUNT			<b>300,000.00</b>

Notes:

- **Warranty** shall be at least Three (3) MONTHS.
- **Mode of Award** LOT AWARD

**APPROVED BUDGET FOR THE CONTRACT: PHP 600,000.00**

**2. Delivery Period**

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

**3. Delivery Point**

Items shall be delivered at PLANT SITE

**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.

- Latest Income Tax Return / Business Tax Return shall be submitted during post-qualification.

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**

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.

### **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  
 (NP-SMALL VALUE PROCUREMENT 53.9)**

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. **S3-JOL23-002**. I agree with the conditions of the TOR and offer the following supplies with specific description:

UNIT NO. 1

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	ANTI-SEIZE COMPOUND, 1lb/can	12 CAN		
2	CAP BRUSH CIRCULAR TYPE	4 PCS		
3	CARBORUNDUM STONE, #108, half fine/half coarse	2 PCS		
4	CONTACT CLEANER, 16 oz./can	12 CAN		
5	CRACK DETECTOR, 3-PARTS, 16 oz./part	4 SET		
6	CROCUS CLOTH	2 PCS		
7	DESCALER, 20 li/pail, <b>ISO PRODUCT CERTIFIED</b>	4 PAIL		
8	DISPOSABLE GLOVES, COTTON	100 PAIRS		
9	ELECTRICAL TAPE, 16 M / ROLL, HEAVY DUTY	12 PC		
10	EPOXY PAINT, DARK GREEN	4 GAL		
11	EPOXY PAINT, NILE GREEN	4 GAL		
12	GASKET COMPRESSED, 1/8" , 5'X10'	2 SHT		
13	GASKET MAKER, HIGH TEMP., 80 gm/ tube	40 TUBE		
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15	GREASE , HIGH TEMPERATURE, ALL PURPOSE	2 PAIL		
16	GRINDING COMPOUND, COARSE & FINE, 1LB.	12 SET		
17	HAND CLEANER, WATER-BASED, 20 li/pail	2 PAIL		

18	INDUSTRIAL SOAP LIQUID, 20 LI. / PAIL	4 PAIL		
19	INSULATING VARNISH AEROSOL, 350 ML / CAN	4 CAN		
20	LACQUER THINNER	2 GAL		
21	METAL MARKING PEN	4 PCS		
22	PAINT BRUSH NO.1	4 PCS		
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29	SCRUBBING PAD, 3M	60 PC		
30	STAIN REMOVER 20 LI/ PAIL	2 PAIL		
31	STEEL PUTTY, A & B, TUBE 242 grams. / 10 Oz	6 SET		
32	WASTE RAG, CIRCULAR, 6" dia., 30 PCS. / KGS.	56 KGS		
TOTAL BID PRICE				

UNIT NO. 3

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
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32	WASTE RAG, CIRCULAR, 6" dia., 30 PCS. / KGS.	56 KGS		
TOTAL BID PRICE				

**GRAND TOTAL:** \_\_\_\_\_

\_\_\_\_\_  
 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.*