



Republic of the Philippines
NATIONAL POWER CORPORATION

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

REF NO: S3-SPUGWM23-019 (PR NO/s. S3-WSD23-013, S3-WSD23-014, S3-TAU23-007)

For the Supply and Delivery of: VARIOUS PMS MATERIALS FOR WEST SIMUNUL DPP & TANDUBANAK DPP.

S3-WSD23-013

Item No.	DESCRIPTION	QTY.	ABC (PhP)
	SUPPLY AND DELIVERY OF MATERIALS FOR THE PMS (MAJOR OVERHAUL) OF UNIT# 3, 260KW PERKINS GENERATING SET	1 LOT	65,000.00
1	WASTE RAGS, COTTON MATERIAL, 10KGS/LOT, 30 PCS/ KG WITH NO INSERTION	6 LOT	9,000.00
2	GRINDING PASTE, BIG 1 LB. (FINE & COARSE)	1 SET	950.00
3	SAND PAPERS, #120-4,PCS, 240-4, PCS, #1000-4 PCS.	12 PCS	900.00
4	COTTON GLOVES	24 PAIR	1,800.00
5	STEEL BRUSH, 1 INCH	2 PCS	300.00
6	CHISEL, 2 INCHES	1 PCS	350.00
7	PENETRATING OIL, AEROSOL/SPRAY TYPE, 16 OZ/CAN	4 CAN	3,800.00
8	PAINT BRUSH, 1"-4PCS & 2"-2PCS	6 PCS	750.00
9	TISSUE (TOILET PAPER), DOUBLE PLY	12 ROLL	900.00
10	ELECTRICAL TAPE, 3/4" X 6 METERS, BIG	6 ROLL	900.00
11	GRINDING STICK, 8 INCHES LONG	12 PCS	600.00
12	EPOXY, STEEL, BIG TUBE, 35 GRAMS/ TUBE	6 TUBE	1,500.00
13	SEALANT/GASKET MAKER, BIG TUBE, 85 GRAMS / TUBE	8 TUBE	3,000.00
14	GREASE, ALL PURPOSE	2 PINT	700.00
15	GASOLINE, SPECIAL	12 LITER	2,100.00
16	ANTI-SEIZE COMPOUND, AEROSOL 16 OZ / CAN	2 CAN	1,150.00
17	GENERATOR CLEANER OR EQUIVALENT, ISO PRODUCT CERTIFIED	2 GAL	8,000.00
18	INSULATING VARNISH, RED, AEROSOL/SPRAY, 16 OZ./CAN	2 CAN	3,500.00
19	DESCALER CHEMICAL, 20 LITER/PAIL, ISO PRODUCT CERTIFIED	1 PAIL	4,750.00

20	HACKSAW BLADE, HEAVY DUTY	6 PCS	750.00
21	ADHESIVE, CLEAR, 10 GRAMS / TUBE	6 TUBE	2,550.00
22	CABLE TIE, 12 INCHES, 100 PIECES/PACK	2 PACK	950.00
23	CONTACT CLEANER, SPRAY TYPE, 16 OZ	4 CAN	3,800.00
24	GASKET, BELLUMOID, 1/16" X 8'	8 FEET	12,000.00
TOTAL AMOUNT			65,000.00

S3-WSD23-014

Item No.	DESCRIPTION	QTY.	ABC (PhP)
	SUPPLY AND DELIVERY OF MATERIALS FOR THE PMS (MAJOR OVERHAUL) OF UNIT# 4, 163KW PERKINS GENERATING SET	1 LOT	65,000.00
1	WASTE RAGS, COTTON MATERIAL, 10KGS/LOT, 30 PCS/ KG WITH NO INSERTION	6 LOT	9,000.00
2	GRINDING PASTE, BIG 1 LB. (FINE & COARSE)	1 SET	950.00
3	SAND PAPERS, #120-4,PCS, 240-4, PCS, #1000-4 PCS.	12 PCS	900.00
4	COTTON GLOVES	24 PAIR	1,800.00
5	STEEL BRUSH, 1 INCH	2 PCS	300.00
6	CHISEL, 2 INCHES	1 PCS	350.00
7	PENETRATING OIL, AEROSOL/SPRAY TYPE, 16 OZ/CAN	4 CAN	3,800.00
8	PAINT BRUSH, 1"-4PCS & 2"-2PCS	6 PCS	750.00
9	TISSUE (TOILET PAPER), DOUBLE PLY	12 ROLL	900.00
10	ELECTRICAL TAPE, 3/4" X 6 METERS, BIG	6 ROLL	900.00
11	GRINDING STICK, 8 INCHES LONG	12 PCS	600.00
12	EPOXY, STEEL, BIG TUBE, 35 GRAMS/ TUBE	6 TUBE	1,500.00
13	SEALANT/GASKET MAKER, BIG TUBE, 85 GRAMS / TUBE	8 TUBE	3,000.00
14	GREASE, ALL PURPOSE	2 PINT	700.00
15	GASOLINE, SPECIAL	12 LITER	2,100.00
16	ANTI-SEIZE COMPOUND, AEROSOL 16 OZ / CAN	2 CAN	1,150.00
17	GENERATOR CLEANER OR EQUIVALENT, ISO PRODUCT CERTIFIED	2 GAL	8,000.00
18	INSULATING VARNISH, RED, AEROSOL/SPRAY, 16 OZ./CAN	2 CAN	3,500.00
19	DESCALER CHEMICAL, 20 LITER/PAIL, ISO PRODUCT CERTIFIED	1 PAIL	4,750.00

20	HACKSAW BLADE, HEAVY DUTY	6 PCS	750.00
21	ADHESIVE, CLEAR, 10 GRAMS / TUBE	6 TUBE	2,550.00
22	CABLE TIE, 12 INCHES, 100 PIECES/PACK	2 PACK	950.00
23	CONTACT CLEANER, SPRAY TYPE, 16 OZ	4 CAN	3,800.00
24	GASKET, BELLUMOID, 1/16" X 8'	8 FEET	12,000.00
TOTAL AMOUNT			65,000.00

S3-TAU23-007 (UNIT 1)

Item No.	DESCRIPTION	QTY.	ABC (,PhP)
	SUPPLY AND DELIVERY OF VARIOUS MATERIALS FOR PMS ON UNIT NO. 1,3 & 7 GENSET ENGINE OF TANDUBANAK DPP	1 LOT	
1	WASTE RAGS, COTTON MATERIAL, 10KGS/LOT, 30 PCS/ KG WITH NO INSERTION	18 LOT	27,000.00
2	GRINDING PASTE, BIG 1 LB. (FINE & COARSE)	3 SET	2,850.00
3	SAND PAPERS, #120-4,PCS, 240-4, PCS, #1000-4 PCS.	36 PCS	2,700.00
4	COTTON GLOVES	72 PAIR	5,400.00
5	STEEL BRUSH, 1 INCH	6 PCS	900.00
6	CHISEL, 2 INCHES	3 PCS	1,050.00
7	PENETRATING OIL, AEROSOL/SPRAY TYPE, 16 OZ/CAN	12 CAN	11,400.00
8	PAINT BRUSH, 1"-4PCS & 2"-2PCS	18 PCS	2,250.00
9	TISSUE (TOILET PAPER), DOUBLE PLY	36 ROLL	2,700.00
10	ELECTRICAL TAPE, 3/4" X 6 METERS, BIG	18 ROLL	2,700.00
11	GRINDING STICK, 8 INCHES LONG	36 PCS	1,800.00
12	EPOXY, STEEL, BIG TUBE, 35 GRAMS/ TUBE	15 TUBE	3,750.00
13	SEALANT/GASKET MAKER, BIG TUBE, 85 GRAMS / TUBE	24 TUBE	9,000.00
14	GREASE, ALL PURPOSE	6 PINT	2,100.00
15	GASOLINE, SPECIAL	36 LITERS	6,300.00
16	ANTI-SEIZE COMPOUND, AEROSOL 16 OZ / CAN	6 CAN	3,450.00

17	GENERATOR CLEANER OR EQUIVALENT, ISO PRODUCT CERTIFIED	6 GAL	24,000.00
18	INSULATING VARNISH, RED, AEROSOL/SPRAY, 16 OZ./CAN	6 CAN	10,500.00
19	DESCALER CHEMICAL, 20 LITER/PAIL, ISO PRODUCT CERTIFIED	3 PAIL	14,250.00
20	HACKSAW BLADE, HEAVY DUTY	12 PCS	1,500.00
21	ADHESIVE, CLEAR, 10 GRAMS / TUBE	18 TUBE	7,650.00
22	CABLE TIE, 12 INCHES, 100 PIECES/PACK	6 PACK	2,850.00
23	CONTACT CLEANER, SPRAY TYPE, 16 OZ	12 CAN	11,400.00
24	GASKET, BELLUMOID, 1/16" X 8'	15 FEET	22,500.00
	TOTAL		180,000.00

APPROVED BUDGET FOR THE CONTRACT: PHP 310,000.00

1. Delivery Period

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

2. Delivery Point

Items shall be delivered at MOD WAREHOUSE, ZAMBOANGA 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.

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 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.

- 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).

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. Disclosure of Relations

The bidder shall comply with the provisions of Section 47 of RA 9184 and its revised IRR re: disclosure of relations.

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 **REF NO.: S3-SPUGWM23-019 (PR NO/s. S3-WSD23-013, S3-WSD23-014, S3-TAU23-007)**. I agree with the conditions of the TOR and offer the following supplies with specific description:

S3-WSD23-013

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	WASTE RAGS, COTTON MATERIAL, 10KGS/LOT, 30 PCS/ KG WITH NO INSERTION	6 LOT		
2	GRINDING PASTE, BIG 1 LB. (FINE & COARSE)	1 SET		
3	SAND PAPERS, #120-4,PCS, 240-4, PCS, #1000-4 PCS.	12 PCS		
4	COTTON GLOVES	24 PAIR		
5	STEEL BRUSH, 1 INCH	2 PCS		
6	CHISEL, 2 INCHES	1 PCS		
7	PENETRATING OIL, AEROSOL/SPRAY TYPE, 16 OZ/CAN	4 CAN		
8	PAINT BRUSH, 1"-4PCS & 2"-2PCS	6 PCS		
9	TISSUE (TOILET PAPER), DOUBLE PLY	12 ROLL		
10	ELECTRICAL TAPE, 3/4" X 6 METERS, BIG	6 ROLL		
11	GRINDING STICK, 8 INCHES LONG	12 PCS		
12	EPOXY, STEEL, BIG TUBE, 35 GRAMS/ TUBE	6 TUBE		
13	SEALANT/GASKET MAKER, BIG TUBE, 85 GRAMS / TUBE	8 TUBE		
14	GREASE, ALL PURPOSE	2 PINT		
15	GASOLINE, SPECIAL	12 LITER		
16	ANTI-SEIZE COMPOUND, AEROSOL 16 OZ / CAN	2 CAN		

17	GENERATOR CLEANER OR EQUIVALENT, ISO PRODUCT CERTIFIED	2 GAL		
18	INSULATING VARNISH, RED, AEROSOL/SPRAY, 16 OZ./CAN	2 CAN		
19	DESCALER CHEMICAL, 20 LITER/PAIL, ISO PRODUCT CERTIFIED	1 PAIL		
20	HACKSAW BLADE, HEAVY DUTY	6 PCS		
21	ADHESIVE, CLEAR, 10 GRAMS / TUBE	6 TUBE		
22	CABLE TIE, 12 INCHES, 100 PIECES/PACK	2 PACK		
23	CONTACT CLEANER, SPRAY TYPE, 16 OZ	4 CAN		
24	GASKET, BELLUMOID, 1/16" X 8'	8 FEET		
TOTAL BID PRICE				

S3-WSD23-014

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	WASTE RAGS, COTTON MATERIAL, 10KGS/LOT, 30 PCS/ KG WITH NO INSERTION	6 LOT		
2	GRINDING PASTE, BIG 1 LB. (FINE & COARSE)	1 SET		
3	SAND PAPERS, #120-4,PCS, 240-4, PCS, #1000-4 PCS.	12 PCS		
4	COTTON GLOVES	24 PAIR		
5	STEEL BRUSH, 1 INCH	2 PCS		
6	CHISEL, 2 INCHES	1 PCS		
7	PENETRATING OIL, AEROSOL/SPRAY TYPE, 16 OZ/CAN	4 CAN		
8	PAINT BRUSH, 1"-4PCS & 2"-2PCS	6 PCS		
9	TISSUE (TOILET PAPER), DOUBLE PLY	12 ROLL		

10	ELECTRICAL TAPE, 3/4" X 6 METERS, BIG	6 ROLL		
11	GRINDING STICK, 8 INCHES LONG	12 PCS		
12	EPOXY, STEEL, BIG TUBE, 35 GRAMS/ TUBE	6 TUBE		
13	SEALANT/GASKET MAKER, BIG TUBE, 85 GRAMS / TUBE	8 TUBE		
14	GREASE, ALL PURPOSE	2 PINT		
15	GASOLINE, SPECIAL	12 LITER		
16	ANTI-SEIZE COMPOUND, AEROSOL 16 OZ / CAN	2 CAN		
17	GENERATOR CLEANER OR EQUIVALENT, ISO PRODUCT CERTIFIED	2 GAL		
18	INSULATING VARNISH, RED, AEROSOL/SPRAY, 16 OZ./CAN	2 CAN		
19	DESCALER CHEMICAL, 20 LITER/PAIL, ISO PRODUCT CERTIFIED	1 PAIL		
20	HACKSAW BLADE, HEAVY DUTY	6 PCS		
21	ADHESIVE, CLEAR, 10 GRAMS / TUBE	6 TUBE		
22	CABLE TIE, 12 INCHES, 100 PIECES/PACK	2 PACK		
23	CONTACT CLEANER, SPRAY TYPE, 16 OZ	4 CAN		
24	GASKET, BELLUMOID, 1/16" X 8'	8 FEET		
TOTAL BID PRICE				

S3-TAU23-007

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	WASTE RAGS, COTTON MATERIAL, 10KGS/LOT, 30 PCS/ KG WITH NO INSERTION	18 LOT		
2	GRINDING PASTE, BIG 1 LB. (FINE & COARSE)	3 SET		
3	SAND PAPERS, #120-4,PCS, 240-4, PCS, #1000-4 PCS.	36 PCS		

4	COTTON GLOVES	72 PAIR		
5	STEEL BRUSH, 1 INCH	6 PCS		
6	CHISEL, 2 INCHES	3 PCS		
7	PENETRATING OIL, AEROSOL/SPRAY TYPE, 16 OZ/CAN	12 CAN		
8	PAINT BRUSH, 1"-4PCS & 2"-2PCS	18 PCS		
9	TISSUE (TOILET PAPER), DOUBLE PLY	36 ROLL		
10	ELECTRICAL TAPE, 3/4" X 6 METERS, BIG	18 ROLL		
11	GRINDING STICK, 8 INCHES LONG	36 PCS		
12	EPOXY, STEEL, BIG TUBE, 35 GRAMS/TUBE	15 TUBE		
13	SEALANT/GASKET MAKER, BIG TUBE, 85 GRAMS / TUBE	24 TUBE		
14	GREASE, ALL PURPOSE	6 PINT		
15	GASOLINE, SPECIAL	36 LITERS		
16	ANTI-SEIZE COMPOUND, AEROSOL 16 OZ / CAN	6 CAN		
17	GENERATOR CLEANER OR EQUIVALENT, ISO PRODUCT CERTIFIED	6 GAL		
18	INSULATING VARNISH, RED, AEROSOL/SPRAY, 16 OZ./CAN	6 CAN		
19	DESCALER CHEMICAL, 20 LITER/PAIL, ISO PRODUCT CERTIFIED	3 PAIL		
20	HACKSAW BLADE, HEAVY DUTY	12 PCS		
21	ADHESIVE, CLEAR, 10 GRAMS / TUBE	18 TUBE		
22	CABLE TIE, 12 INCHES, 100 PIECES/PACK	6 PACK		
23	CONTACT CLEANER, SPRAY TYPE, 16 OZ	12 CAN		
24	GASKET, BELLUMOID, 1/16" X 8'	15 FEET		
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.