



Republic of the Philippines  
NATIONAL POWER CORPORATION

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

**1. Scope of Works (REF: S3-SPUGWM24-008 PR NO. S3-LUU24-003, S3- SIA24-005)**

**“SUPPLY AND DELIVERY OF VARIOUS CHEMICALS FOR LUUK DPP AND SIASI DPP”**

**S3-LUU24-003**

Item No.	DESCRIPTION	QTY	U/M	ABC (Php)
1	<p>RADIATOR COOLANT Acts as rust inhibitor and temperature stabilizer maintaining the specific “cool” temperature range design of the radiator corollary with engine temperature matters (20Li/Pail). SPECIFICATIONS:</p> <ul style="list-style-type: none"> <li>• pH: 1.11</li> <li>• Flash point: None</li> <li>• Boiling point: 197°C or Higher</li> <li>• Boiling point@10% Dilution with water: 126°C or Higher</li> <li>• Solubility: Soluble in water</li> </ul> <p>ADMINISTRATIVE REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• Material Safety Data Sheet</li> <li>• Product Data Sheet</li> </ul>	20	PAILS	160,000.00
2	<p>DEGREASER, WATER SOLUBLE (20Li/Pail) SPECIFICATIONS:</p> <ul style="list-style-type: none"> <li>• Biodegradable degreaser</li> <li>• Can be diluted with 25 parts of water</li> <li>• pH @25°C --13.3ASTM E70</li> <li>• SG@25°C-----1.10 ASTM D891</li> <li>• Without foul odor, PLEASANT SMELL</li> </ul> <p>ADMINISTRATIVE REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• MATERIAL SAFETY DATA SHEET</li> <li>• PRODUCT DATA SHEET</li> </ul>	2	PAIL	26,000.00
3	<p>OIL DISPERSANT • Heavy Duty biodegradable oil dispersant and solubilizer • Used to clean up heavy oil and oil waste products from dock areas, harbors, decks, ship, bilges and sumps. • Greatly reduces the risk of fire and water pollution • Works fast when sprayed over an oil spillage. It immediately penetrates, dissolves and emulsifies the oil. • Non corrosive, nonflammable <b>Administrative Requirements:</b> • <b>Philippine Coast Guard Certificate</b></p>	3	PAIL	36,000.00
4	<p>RED INSULATING VARNISH An electric insulating coating with excellent arc corona, oil and moisture resistance. This low viscosity, one part varnish coating is easy to use and adheres well to many substrates. SPECIFICATIONS:</p> <ul style="list-style-type: none"> <li>• High dielectric Strength</li> <li>• Specific gravity: 0.961</li> </ul>	2	GAL	12,800.00

	<ul style="list-style-type: none"> <li>• Flash point: 5°C</li> <li>• Di-Electric Strength @25°C: 70KV/mm; 1800volts/mil</li> <li>• Drying Time @25°C: 24H</li> <li>@80°C: 1H</li> </ul> <p>ADMINISTRATIVE REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• MATERIAL SAFETY DATA SHEET</li> <li>• PRODUCT DATA SHEET</li> </ul>			
<b>TOTAL AMOUNT</b>				<b>234,800.00</b>

**S3- SIA24-005**

Item No.	DESCRIPTION	QTY	U/M	ABC (PhP)
1	<p>MOTOR CLEANER (6 U.S. Gal Per Case)</p> <ul style="list-style-type: none"> <li>• Designed for use in vapor degreasers and immersion cleaning</li> <li>• Excellent performance with high solvency and low surface tension</li> <li>• Effective in cleaning heavy greases, oils, waxes, silicones and non-polar flux residues</li> <li>• Easy to maintain and use in a vapor degreaser with stable bath composition during extended use</li> <li>• Non-flammable and low in toxicity for an excellent safety profile</li> <li>• Environmentally sustainable with low global warming potential (GWP) and zero ozone depletion potential (ODP)</li> <li>• Cost-effective replacement for nPB, TCE, ozone-depleting HCFCs and high GWP HFCs</li> <li>• Faster cycle times, lower energy usage and improved cleaning of parts compared to aqueous cleaning</li> <li>• Effective for lubricant deposition applications where increased solvency is desired</li> <li>• This product can be re-use/recycle Flash Point None Dielectric Strength Range, 0.1" gap &gt;35 Global Warming Potential 47 GWP Ozone Depletion 0 Potential Exposure Guidelines (TLV/TWA) 200/100</li> </ul>	9	CASE	225,000.00
2	<p>MOISTURE DISPLACER, Prevent rust, Lubricant, Non-flammable, Non-conductive, 30,000 DS 18 oz per aerosol can, 12can / case</p>	2	CASE	32,000.00
3	<p>CONTACT CLEANER (360ml/can) Aerosol Type Solution that cleans oil, dirt, flux residue and condensation from sensitive electronics and electrical equipment. It rapidly penetrates hard to reach areas and dries quickly without leaving any residue.</p> <ul style="list-style-type: none"> <li>• Dielectric Strength up to 35,000 volts per 0.1inch</li> <li>• Fast acting, non-conductive cleaner</li> <li>• RoHs Compliance</li> <li>• Initial Boiling Point: 60°C</li> <li>• Solubility in water: Insoluble</li> <li>• Flash point: &lt;-23°C</li> <li>• Specific Gravity: 0.66</li> </ul>	12	CAN	15,300.00
4	<p>ALUMINUM BRIGHTENER AND AIRCON CLEANER 4 U.S. gal/case</p>	1	CASE	12,000.00
5	<p>COPPER BASED ANTI SEIZE AND LUBRICATING COMPOUND 9 oz per aerosol can, 12 can/case</p>	1	CASE	16,600.00
6	<p>PENETRATING OIL, 19.75 oz per aerosol can 12 can/case</p>	2	CASE	29,000.00

7	LUBRICANT, MULTIPURPOSE 14 oz per aerosol can	24	CAN	33,600.00
8	SCALE AND CORROSION REMOVER, 4 U.S. gal per case	1	CASE	11,500.00
TOTAL AMOUNT				<b>375,000.0</b>

Notes:

- **Warranty** shall be at least **3 MONTHS**
- **Mode of Award** is **LOT AWARD**
- **MATERIAL SAFETY DATA SHEET**
- **PRODUCT DATA SHEET**

**APPROVED BUDGET FOR THE CONTRACT: PHP 609,800.00**

**2. Delivery Period**

Delivery Period shall not be later than **60 DAYS** upon receipt of the Purchase Order / Notice to Proceed.

**3. Delivery Point**

Items shall be delivered at **PLANT SITE (LUUK DPP / SIASI DPP)**.

**4. 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**.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

**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.
- c.

## 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-SPUGWM24-008 (S3-LUU24-003, S3- SIA24-005)**. I agree with the conditions of the TOR and offer the following supplies with specific description:

**S3-LUU24-003**

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	U/M	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	<p>RADIATOR COOLANT Acts as rust inhibitor and temperature stabilizer maintaining the specific "cool" temperature range design of the radiator corollary with engine temperature matters (20Li/Pail). SPECIFICATIONS:</p> <ul style="list-style-type: none"> <li>• pH: 1.11</li> <li>• Flash point: None</li> <li>• Boiling point: 197°C or Higher</li> <li>• Boiling point@10% Dilution with water: 126°C or Higher</li> <li>• Solubility: Soluble in water</li> </ul> <p>ADMINISTRATIVE REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• Material Safety Data Sheet</li> <li>• Product Data Sheet</li> </ul>	20	PAILS		
2	<p>DEGREASER, WATER SOLUBLE (20Li/Pail) SPECIFICATIONS:</p> <ul style="list-style-type: none"> <li>• Biodegradable degreaser</li> <li>• Can be diluted with 25 parts of water</li> <li>• pH @25°C --13.3ASTM E70</li> <li>• SG@25°C-----1.10 ASTMD891</li> <li>• Without foul odor, PLEASANT SMELL</li> </ul> <p>ADMINISTRATIVE REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• MATERIAL SAFETY DATA SHEET</li> <li>• PRODUCT DATA SHEET</li> </ul>	2	PAIL		
3	<p>OIL DISPERSANT • Heavy Duty biodegradable oil dispersant and solubilizer • Used to clean up heavy oil and oil waste products from dock areas, harbors, decks, ship, bilges and sumps. • Greatly reduces the risk of fire and water pollution • Works fast when sprayed over an oil spillage. It immediately penetrates, dissolves and emulsifies the oil. • Non corrosive, nonflammable <b>Administrative Requirements:</b> • <b>Philippine Coast Guard Certificate</b></p>	3	PAIL		
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	viscosity, one part varnish coating is easy to use and adheres well to many substrates. SPECIFICATIONS: <ul style="list-style-type: none"> <li>• High dielectric Strength</li> <li>• Specific gravity: 0.961</li> <li>• Flash point: 5°C</li> <li>• Di-Electric Strength @25°C: 70KV/mm; 1800volts/mil</li> <li>• Drying Time @25°C: 24H @80°C: 1H</li> </ul> ADMINISTRATIVE REQUIREMENTS: <ul style="list-style-type: none"> <li>• MATERIAL SAFETY DATA SHEET</li> <li>• PRODUCT DATA SHEET</li> </ul>				
TOTAL BID PRICE					

**S3- SIA24-005**

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	U/M	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
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	reach areas and dries quickly without leaving any residue. <ul style="list-style-type: none"> <li>• Dielectric Strength up to 35,000 volts per 0.1inch</li> <li>• Fast acting, non-conductive cleaner</li> <li>• RoHs Compliance</li> <li>• Initial Boiling Point: 60°C</li> <li>• Solubility in water: Insoluble</li> <li>• Flash point: &lt;-23°C</li> <li>• Specific Gravity: 0.66</li> </ul>				
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8	SCALE AND CORROSION REMOVER, 4 U.S. gal per case	1	CASE		
TOTAL BID PRICE					

**GRAND 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.*