



NATIONAL POWER CORPORATION

BNPP PRESERVATION AND DISPOSAL

Napot Pt., Morong, Bataan

Tel. Nos. 921-35-41 to 44
Local Nos. 5313/5887

RQ No./AC No. BNPP-SHP23-007

REQUEST FOR QUOTATION SHOPPING (SH2) – 52.1b

_____ Date

Sir/Madam:

Please provide the NPC-BNPP Decentralized Bids and Awards Committee (DBAC) with your best quotation that shall be inclusive of all taxes and other related expenses/charges for the items specified in the Terms of Reference (TOR) attached as "Annex A-1" under Ref. No.

and Purchase Requisition (PR) No. S4-BPD23-014 with an Approved Budget for the Contract (ABC) of FORTY EIGHT THOUSAND SIX HUNDRED FORTY ONE PESOS ONLY (Php 48,641.00)

by indicating your bid proposal in the separate Supplier's Bid Quotation Form attached as "Annex B".

The Supplier's Bid Quotation Form (Annex B) shall be submitted together with the required documents, as follows:

- A. PHILGEPS Registration, whichever is applicable:
For Platinum Members:
- 1) Valid/updated Certificate of PHILGEPS Registration (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 showing the expiry date.
 - 2) PHILGEPS Registration Number.
- B. Other documents: Please refer to the attached TOR

Further, the bid proposal together with the above required documents shall be submitted by the bidder to **JELLIANE F. BAGTAS, Procurement Officer, BATAAN NUCLEAR POWER PLANT, Napot Pt., Morong, Bataan** on or before June 20, 2023 of either of the following manners:

- Personally submitted
- Via courier, i.e. LBC, JRS Express, To-Go, etc.
- Thru e-mail jfbagtas@napocor.gov.ph

In case no bid or insufficient number of bid is received on June 20, 2023 the deadline for submission may be extended, as follows:

First (1st) Extension : June 27, 2023
Second (2nd) Extension : _____
Third (3rd) Extension : _____

For further inquiries, please contact the DBAC Secretariat, Ms. JELLIANE F. BAGTAS
at Telephone No./s _____ Cell# 0960 568 0405

Very truly yours,


EDNA D. SANCHEZ
Chairman, DBAC-BNPP

BIR Road cor. Quezon Avenue, Diliman
Quezon City 1100, Philippines
Tel. Nos. (632) 921-3541 to 80
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**REPUBLIC OF THE PHILIPPINES
NATIONAL POWER CORPORATION
BNPP PRESERVATION AND DISPOSAL
Napot Pt., Morong, Bataan**

ANNEX A-1

RQ No./AC No. BNPP-SHP23-007

**TERMS OF REFERENCE
ALTERNATIVE MODE OF PROCUREMENT
(SHOPPING – 52.1b)**

1. Scope of Works: PR No. S4-BPD23-014

Supply and Delivery of the following items:

Item No.	DESCRIPTION	QTY.	U/M	ABC (Php)	TOTAL ABC (Php)
1	CLIP PAPER GEM, 32MM, 100/box	10	BOX	20.80	208.00
2	CORRECTION TAPE, roller type, Joy 5mmx10m	20	PC	30.00	600.00
3	ENVELOPE Kraft Short	40	PC	5.20	208.00
4	FOLDER Kraft Long	60	PC	5.20	312.00
5	FOLDER Expanding 10w x 15h x 2	60	PC	12.48	749.00
6	MAGAZINE FILE BOX 150mm x 220mm x 265mm	10	PC	119.60	1,196.00
7	PAPER Legal Size	6	REA	257.00	1,542.00
8	PAPER gsm80, size A3	3	REA	450.00	1,350.00
9	PAPER gsm80, 201mm x 297mm (A4)	150	REA	250.00	37,500.00
10	PEN ball point, Fine 0.5mm blue	20	PC	10.00	200.00
11	PEN ball point, Fine, 0.5mm black	20	PC	10.00	200.00
12	SIGN PEN 0.5mm	20	PC	29.00	580.00
13	SIGN PEN 0.5mm (10 pcs black / 10 pcs green)	20	PC	29.00	580.00
14	TAPE, Transparent, 24mm, 50m	15	ROLL	59.00	885.00
15	TAPE Scotch, 24mm, 50 yards	6	ROLL	226.00	1,356.00
16	TAPE Packaging, 48mm, 50 mtrs long	15	ROLL	35.00	525.00
17	STAPLE WIRE NO. 35	10	BOX	65.00	650.00
TOTAL ABC					48,641.00

NOTES:

- All materials/items to be supplied by the winning bidder/s shall be brand new, genuine, and in its original packaging.
- Indicate Brand/Model, Brochure & Specifications on your quotation.

APPROVED BUDGET FOR THE CONTRACT: PhP 48,641.00

2. Delivery Period

Delivery Period shall not be later than FIFTEEN (15) working days upon receipt of the Purchase Order / Notice to Proceed.

3. Delivery Point

Items shall be delivered at Bataan Nuclear Power Plant, Morong, Bataan

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-BNPP.

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 **COMPLYING/NON-COMPLYING** Criteria for Legal, Technical and Financial components.
- b. From the bids that were rated **COMPLYING**, 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 S/LCB shall be subjected to post qualification evaluation.

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 winning Bidder shall pick-up the Purchase Order (PO) / Notice to Proceed (NTP) from NPC-BNPP within two (2) calendar days from receipt of the Notice of Award.

TERMS OF REFERENCE
Shopping 52.1b (PR No. S4-BPD23-014)

- 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

The scanned copy of PO/NTP will be sent thru email to the winning Bidder/Supplier and shall take effect immediately upon Supplier's acknowledgement receipt of said PO/NTP.

14. Terms of Payment

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

15. Warranty

Warranty shall be at least of **three (3) months** after final acceptance by end-user of the delivered items.

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 pursuant to Section 41 of RA 9184.

Prepared By:


WILFREDO T. TRINIDAD
Property Officer A

End User

Approved By:


DANTE M. CARAOS
Division Manager, BNPP

Cost Center Head



**REPUBLIC OF THE PHILIPPINES
NATIONAL POWER CORPORATION
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Napot Pt., Morong, Bataan

ANNEX B

RQ No./AC No. BNPP-SHP23-007

**SUPPLIER'S BID QUOTATION
SHOPPING (SH2) – 52.1b**

_____ Date

To the Chairman of DBAC-BNPP:

I have read and examined the Terms of Reference (TOR) for PR No. S4-BPD23-014 and I agree with the conditions in the TOR and offer Supply and Delivery of the following items with specific descriptions:

Item No.	QTY.	UNIT	DESCRIPTION OF ITEM/S TO BE SUPPLIED (Include Specification & Brand Name)	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	10	BOX	CLIP PAPER GEM, 32MM, 100/box		
2	20	PC	CORRECTION TAPE, roller type, Joy 5mmx10m		
3	40	PC	ENVELOPE Kraft Short		
4	60	PC	FOLDER Kraft Long		
5	60	PC	FOLDER Expanding 10w x 15h x 2		
6	10	PC	MAGAZINE FILE BOX 150mm x 220mm x 265mm		
7	6	REA	PAPER Legal Size		
8	3	REA	PAPER gsm80, size A3		
9	150	REA	PAPER gsm80, 201mm x 297mm (A4)		
10	20	PC	PEN ball point, Fine 0.5mm blue		
11	20	PC	PEN ball point, Fine, 0.5mm black		
12	20	PC	SIGN PEN 0.5mm		
13	20	PC	SIGN PEN 0.5mm (10 pcs black / 10 pcs green)		
14	15	ROLL	TAPE, Transparent, 24mm, 50m		
15	6	ROLL	TAPE Scotch, 24mm, 50 yards		
16	15	ROLL	TAPE Packaging, 48mm, 50 mtrs long		
17	10	BOX	STAPLE WIRE NO. 35		
TOTAL BID PRICE					



Printed Name & Signature
Supplier or Authorized Representative

Company Name

Contact Details

e-mail address

- Notes:**
1. *The bidder may use this supplier's bid quotation form or its own company letter head following this format duly signed by the Supplier or his/her Authorized Representative when making the offer.*
 2. *The Bidder's Total Contract/Bid Price shall be inclusive of all taxes and other related expenses/charges.*