



Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. Scope of Works: PR NO. S3-SIA21-025 / REF NO.

For the Supply and Delivery of: MATERIALS AND EQUIPMENT FOR SIASI DPP

Item No.	DESCRIPTION	QTY.		ABC (,PhP)
1	BED MATTRESS, 4" X 36" X 75", SINGLE, URATEX FOAM MATERIAL, WITH PRINTED COTTON FABRIC COVER, TAPED EDGE	15	PC	75,000.00
2	PILLOW, URATEX GENTLE BOUNCE AND HAPPY DREAMS PILLOWS, SIZE 18 X 28, COLOR BLUE	15	PC	23,250.00
3	CHAIR, PLASTIC CHAIR, COFTA CH-18, HI BACK WITH ARM REST MONOBLOC CHAIR, OUTDOOR, STACKABLE, HEAVY DUTY	24	PC	36,000.00
4	CLOCK 14", WALL CLOCK, WL -688SP, 3D ANALOGUE	2	PC	2,400.00
5	INDUSTRIAL FAN, TRIPOD, 24" TORNADO, 200 W, 3 FAN SPEED CONTROL WITH OSCILLATION, 215 CU. M. PER MIN AIR VOLUME, WITH BUILT-IN THERMAL FUSE, ADJUSTABLE HEIGHT UP TO 176 CM.	2	SET	16,000.00
6	LOCKER, 6 DOORS – S6D, SIZE IS W=40 CM, L=90 CM, H=101 CM; WEIGHT=30KG, PURE STRONG STEEL, RUST PROOF, DARK GRAY COLOR	2	UNIT	19,600.00
7	TABLE, OFFICE TABLE WITH 5 DRAWERS FOR STORAGE, 3 WITH LOCK, 1 DOOR FOR STORAGE, SIZE 119 X61 X 76CM	2	SET	10,000.00
8	TABLE, 6 FT FOLD-IN-HALF TABLE COMMERCIAL, MEETS ANSI/BIFMA STANDARDS, DIMENSION (OPEN): 72.3 IN L X 30 IN W X 29 IN H, FOLDED: 37.1 IN L X 30 IN W X 3.3 IN H	2	PC	12,000.00
9	LED BULB, ESSENTIAL 13W COOL DAYLIGHT, 1450 LUMENS, E27, 170V-240V WORKABLE, 87% ENERGY SAVING, LAST UP TO 8 YEARS	36	PC	14,400.00
10	LED 1 LUM. LAMP, EMERGENCY LIGHT, TWIN HEAD, RECHARGEABLE, 200-250VAC, 60 HZ, BLACK COLOR	2	PC	2,850.00
11	FLASHLIGHT, LED RECHARGEABLE NIGHT SHADOW SEARCH LIGHT, 15 WATTS ARL-6608, BATTERY RECHARGEABLE LEAD ACID 4.2V, 3500 MAH WITH SIDE LANTERN, TOUGH CASING, UP TO 8HRS OPERATING TIME	6	PC	9,000.00
12	CALCULATOR, DIGITAL, 14 DIGITS, BIG, DUAL POWER, SOLAR AND BATTERY, WITH TILTING	1	UNIT	1,200.00

	LCD DISPLAY			
13	MALLET, HAMMER MALLET, NON SPARK DOUBLE FACE, 2 LB DEAD BLOW, PLASTIC NEON ORANGE, 13-38"	2	PC	5,000.00
14	HAMMER 8 OUNCE, MINI-SMALL STUBBY	2	PC	5,000.00
15	MULTI-TESTER, ANALOG TYPE, DROP SHOCK PROOF, USE FOR MEASURING AC/DC VOLTAGE, RESISTANCE UP TO 200M OHMS AND CAPACITANCE	2	UNIT	17,000.00
16	CUTTER, ANGLE GRINDER, GENUINE 9533, 4", 720 W, DIMENSION 26.2CM X 11.8CM X 10.4CM, 220 VAC, 60 HZ, SILVER COLOR WITH COMPLETE ACCESSORIES	1	UNIT	14,500.00
17	GRINDER, BENCH GRINDER, 6" (1/3 HP) MODEL GB 602W CON. RATING INPUT 250 W, WHEEL DIA. 150 MM, WHEEL WIDTH 6.4 MM/16 MM, ROTATIONAL SPEED 50HZ = 2,850 RPM, 60 HZ = 3,450 RPM, NET WEIGHT = 9.5KG, DIMENSIONS 375 MM X 348 MM X 286 MM	1	UNIT	12,990.00
18	JACK, LOW PROFILE FLOOR JACK, CROCODILE JACK, DUAL RAPID PUMP, LIFTING 70 MM – 500 MM, 3 TON, OVERALL LENGTH 580 MM	1	UNIT	10,000.00
19	MOTORIZED WATER PUMP, JET TYPE, 1 HP, 220 VAC, 60 HZ, 3450 RPM, SINGLE PHASE, 5A, 0.75 KW	1	UNIT	9,900.00
20	STOVE, ELECTRIC, E 726, 2 FAST HEAT HOTPLATE 145 MM, PILOT INDICATOR, RUBBERIZED FOOTING, 100% PORCELAIN BODY, 220 V, 56-60 HZ, 1000W X 2, DIMENSION: 500 MM L X 376 MM W X 93 MM H.	4	UNIT	30,000.00
21	DRILL BIT, 21 PCS MULTI LATERAL DORMER, TWIST DRILL BIT, SET, 1/16 IN TO 3/8 IN, RS STOCK NO. 546-124, MANUFACTURER PART NO. A190 3	1	SET	10,000.00
TOTAL AMOUNT				336,090.00
	Notes: <ul style="list-style-type: none"> • Warranty shall be at least <u>SIX (6) MONTHS</u> • Mode of Award is <u>LOT AWARD</u> 			

APPROVED BUDGET FOR THE CONTRACT: PHP 336,090.00

2. Delivery Period

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

3. Delivery Point

Items shall be delivered at **Siasi DPP, West Kuntad. Siasi, Sulu.**

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 but not to exceed ten percent (10%) of the total contract price. 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-SIA21-025**. 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	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	BED MATTRESS, 4" X 36" X 75", SINGLE, URATEX FOAM MATERIAL, WITH PRINTED COTTON FABRIC COVER, TAPED EDGE	15 PC		
2	PILLOW, URATEX GENTLE BOUNCE AND HAPPY DREAMS PILLOWS, SIZE 18 X 28, COLOR BLUE	15 PC		
3	CHAIR, PLASTIC CHAIR, COFTA CH-18, HI BACK WITH ARM REST MONOBLOC CHAIR, OUTDOOR, STACKABLE, HEAVY DUTY	24 PC		
4	CLOCK 14", WALL CLOCK, WL - 688SP, 3D ANALOGUE	2 PC		
5	INDUSTRIAL FAN, TRIPOD, 24" TORNADO, 200 W, 3 FAN SPEED CONTROL WITH OSCILLATION, 215 CU. M. PER MIN AIR VOLUME, WITH BUILT-IN THERMAL FUSE, ADJUSTABLE HEIGHT UP TO 176 CM.	2 SET		
6	LOCKER, 6 DOORS – S6D, SIZE IS W=40 CM, L=90 CM, H=101 CM; WEIGHT=30KG, PURE STRONG STEEL, RUST PROOF, DARK GRAY COLOR	2 UNIT		
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8	TABLE, 6 FT FOLD-IN-HALF TABLE COMMERCIAL, MEETS ANSI/BIFMA STANDARDS, DIMENSION (OPEN): 72.3 IN L X 30 IN W X 29 IN H, FOLDED: 37.1 IN L X 30 IN W X 3.3 IN H	2 PC		
9	LED BULB, ESSENTIAL 13W COOL DAYLIGHT, 1450 LUMENS, E27, 170V-240V WORKABLE, 87% ENERGY SAVING, LAST UP TO 8 YEARS	36 PC		

10	LED 1 LUM. LAMP, EMERGENCY LIGHT, TWIN HEAD, RECHARGEABLE, 200-250VAC, 60 HZ, BLACK COLOR	2 PC		
11	FLASHLIGHT, LED RECHARGEABLE NIGHT SHADOW SEARCH LIGHT, 15 WATTS ARL-6608, BATTERY RECHARGEABLE LEAD ACID 4.2V, 3500 MAH WITH SIDE LANTERN, TOUGH CASING, UP TO 8HRS OPERATING TIME	6 PC		
12	CALCULATOR, DIGITAL, 14 DIGITS, BIG, DUAL POWER, SOLAR AND BATTERY, WITH TILTING LCD DISPLAY	1 UNIT		
13	MALLET, HAMMER MALLET, NON SPARK DOUBLE FACE, 2 LB DEAD BLOW, PLASTIC NEON ORANGE, 13-38"	2 PC		
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21	DRILL BIT, 21 PCS MULTI LATERAL DORMER, TWIST DRILL BIT, SET, 1/16 IN TO 3/8 IN, RS STOCK NO. 546-124, MANUFACTURER PART NO. A190 3	1 SET		
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.