



NATIONAL POWER CORPORATION

**REQUEST FOR QUOTATION
(SHOPPING – 52 .1 b)**

July 04, 2022

Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. HO-MSD22-003, HO-SBP22-006 & SO-SPU22-007 Ref. No. SHB220711 - KA 00276) and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on or before **9:30 pm of July 11, 2022.**

The following documents must be submitted together with your quotation:

For Platinum Members:

1. Valid and Updated Certificate of PhilGEPS Registration (This should 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 Members:

1. Valid Mayor's Permit
2. PhilGEPS Registration Number ;

Other documents to be submitted: _____

In case no bid or insufficient number or bids is received on July 11, 2022, the deadline for submission may be extended, as follows:

- First (1st) Extension : _____
- Second (2nd) Extension : _____
- Third (3rd) Extension : _____

The RFQ/Bid Proposal shall be submitted by the bidder to NPC on the manner of submission based on the ABC as follows:

Approved Budget for the Contract (ABC)

- Up to Php 100, 000.00 - via fax/e- mail/ bid proposal to procurement officer 8922-1622/kris_napocor@yahoo.com.ph
- Above Php 100, 000 up to Php1, 000,000 - via Sealed Offer (use drop box @ procurement office)

For further inquiries, please contact the BAC Secretariat, Kris-Anne F. Andal at telephone no/s. 8921-3541 Local: 5746.

Very truly yours,

R. B. Barruela
RENE B. BARRUELA
 Vice President, CAG and Chairman,
 Bids and Awards Committee

BIR Road cor. Quezon Avenue, Diliman
 Quezon City 1100, Philippines
 Tel. Nos. (632) 921-3541 to 80
 Fax No. (632) 921-2468
 Website: www.napocor.gov.ph



Management System
 ISO 9001:2015



www.tuv.com
 ID #10855295

*27/6/22
 P.H.*

1



Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. Scope of Works: PR NOS. HO-MSD22-003, HO-SBP22-006 & SO-SPU22-007
Ref. No. S KB 220711 - K&D 276

For the Supply and Delivery of Office Supplies

Package 1-PR No. HO-MSD22-003			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	Printer Multi-Function, Continuous Ink	2 UNIT	50,000
TOTAL			Php 50,000.00
Package 2-PR No. HO-SBP22-006			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	Toner Cartridge for HP Color Laserjet Pro MFP M283fdn 206A Cartridge Toner : 20210202 YELLOW; 20210303 MAGENTA; 20210226 CYAN; 20210304 BLACK	1 PC	20,000
2	Hard Disk Drive Internal NAS 4TB, SATA, 3.5 inch	3 PC	21,000
TOTAL			Php 41,000.00
Package 3-PR No. SO-SPU22-007			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	Epson L14150 Printer Ink Cartridges 001 (BLACK,CYAN,MAGENTA & YELLOW	20 SET	50,000
TOTAL			Php 50,000.00
GRAND TOTAL			Php 141,000.00

Note/s:

A. Mode of Award is per Package Basis:

Package 1	HO-MSD22-003 – Supply and Delivery of Printer Multi-Function, Continuous Ink
Package 2	HO-SBP22-006 – Supply and Delivery of Toner Cartridge for HP Laser Jet Pro MFP M283 FDN 206A and Hard Disk Drive Internal NAS 4TB
Package 3	HO-SPU22-007 – Supply and Delivery of Ink Cartridges for Epson L14150 Printer

- o The items per package are group together in one (1) lot. Partial bid per package is not allowed. Bidders shall have the option of submitting a proposal on any or all packages and evaluation and contract award will be under taken on a per package basis.
- o The bidders bid offer must be within the ABC per package and ABC per items.

- B. Warranty shall be at least One (1) Year*
- C. Indicate brand and submit specifications/brochures to support the offer item*
- D. See attached sheet for the additional technical specifications*

2. Delivery Period

Delivery Period shall not be later than **15 CALENDAR DAYS** upon receipt of the Purchase Order / Notice to Proceed.

3. Delivery Point

Items shall be delivered at **NPC-HO, OBC WAREHOUSE DILIMAN QUEZON CITY**

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 Quotation (LCQ).

9. Detailed Evaluation and Comparison of Bids

The LCQ 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/LCQ shall be subjected to post qualification evaluation. The bid that PASSED the Post-Qualification shall be declared as the Single/Lowest Calculated Responsive Quotation (S/LCRQ).

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

Warranty is dependent upon the nature/type of the item which is included in the offer (i. e. Manufacturer's Warranty).

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.

(Remaining spaces intentionally left blank)

PR NO. HO-MSD 022-003 :PRINTER - MULTIFUNCTION

GENERAL SPECIFICATIONS	
FEATURES	
PRINTER FUNCTION	Photo, Photo Copy, Print, Scan, Wi-Fi, Fax with ADF
PRINTER TECHNOLOGY	Piezoelectric Printhead
PRINTING	Coloured
PRINTER TYPE	Ink Tank System, Multi Function (MFNs)
OPTICAL RESOLUTION	1200 x 2400 dpi
PRINTING	
PRINTING RESOLUTION	5760 x 1440 dpi (with VSDT)
PRINT DIRECTION	Bi-directional, Uni-directional
NOZZLE	180 nozzles Black, 59 nozzles each colour (Cyan, Magenta, Yellow)
Max Black Draft Text - Memo (A4)	Approx. 33 ppm #1 / 15 ppm #2 (Black/Colour)
Photo Default - 10x15cm / 4x6"*2	Approx. 69 sec per photo (W/Border)/90 sec per photo (Borderless)
Maximum Copies From Standalone	20
Max Photo Draft - 10x15cm / 4x6"*2	Approx. 27 sec per photo (W/Border)
SCANNING	
Scanner Type	Flatbed colour image scanner
Sensor Type	Contact Image Sensor (CIS)
Scanner Bit Depth (Color)	48-bit internal, 24-bit external output
Maximum Scan Size	216 x 297mm (8.5 x 11.7")
Scan Speed Monochrome (200 dpi)	Flatbed: 12 sec/ADF: 4.5ipm
Scan Speed Color (200 dpi)	Flatbed: 29 sec/ADF: 4.5ipm
PAPER DETAILS	
Max. Paper Size	8.5 x 44"
Paper Size	100x148mm, 10x15cm(4x6in), 13x18cm(5x7in), 13x20cm(5x8in), 16:9 wide size, 20x25cm(8x10in), Index Cards 9x13cm(3.5x5in), A4, A5, A6, B5, C6(114x162mm), DL(110x220mm), Envelopes:#10(4.125x9.5in), Half Letter(5.5x8 1/2in), Legal(8.5x14in), Letter (8.5 x 11 in)
Input paper hold capacity (Sheets)	100 Sheets of Plain Paper
Output paper hold capacity (Sheets)	30 Sheets of Plain Paper
Compatibility	USB / Wireless 802.11b/g/n
CONNECTIVITY	
Connectivity	IEEE 802.11b/g/n, USB 2.0
OS Support	Windows XP/XP Professional x64 Edition/Vista/7/8/8.1/10, Windows Server 2003/2012/2016/2019 Mac OS X 10.6.8, 10.7.x, 10.8.x, 10.9.x
WEIGHT AND DIMENSIONS	
Weight	44 Kgs
Dimension	482 mm x 300 mm x 145 mm (Atleast)
ELECTRICAL SPECIFICATIONS	
Voltage Rating	220-240 Volts AC
Frequency	50-60 Hz
Power Consumption	12.0 W(Operating), 4.5W(Standby), 0.7W(Sleep), 0.2W (Power Off)
INK INCLUDED (ADDITIONAL SET)	
BLACK INK BOTTLE	4,500 pages 7,500 PAGES (Composite Yield)
YELLOW	
CYAN	
MAGENTA	

Technical Specifications

1.0 GENERAL

This specification covers the features and technical requirements for the SUPPLY AND DELIVERY OF EPSON L14150 PRINTER INK 001.

The supplied items shall be brand new. It shall be suitable for the intended purpose and shall comply with all applicable regulations, quality, and dimension standards.

The Supplier shall accept full responsibility for his work including documentation, preparation for shipment, inspection, warranty provisions and compliance with the applicable codes and standards and the requirements of this Specification.

2.0 SCOPE OF WORKS

The scope of work shall cover the Supply and Delivery of Epson L14150 Printer Ink 001.

ITEM	DESCRIPTION	NPC REQUIREMENTS		SUPPLIER'S DATA		
		QTY	UM	DESCRIPTION	QTY	UM
1	EPSON L14150 PRINTER INK 001 BLACK (INK CODE: 001)- up to 7,500 pages CYAN (INK CODE: 001)- up to 6,000 pages MAGENTA (INK CODE: 001)- up to 6,000 pages YELLOW (INK CODE: 001) - up to 6,000 pages	20	SET			

3.0 DELIVERY PERIOD AND LOCATION

The delivery period shall be ~~FIFTEEN~~¹⁵ CALENDAR DAYS reckoned from receipt of Notice to Proceed.

The item shall be delivered to National Power Corporation, Agham rd. Diliman Quezon City.

4.0 ACCEPTANCE CRITERIA

- An acceptance certificate shall be issued only after all items are completely delivered, inspected, tested and found to conform to the specifications.

- If any fail to pass the inspection, the End-User may at its own judgment, direct the supplier within the period of 60 calendar days the goods in question.

5.0 GUARANTEE

Support Service

During the warranty period, the supplier must have **Remote Support Services** to support its clients in the system administration, monitoring, maintenance and repair operations free of charge.

Warranty

A three (3) months warranty shall be given to the supplied products reckoned from the date of acceptance.

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

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. **HO-MSD22-003, HO-SBP22-006 & SO-SPU22-007** 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 (Php)
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.