



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-SVP22-002

REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT – 53.9)

_____ 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. _____ S4-BPD22-003 with an Approved Budget for the and Purchase Requisition (PR) No. _____ **FIFTY THOUSAND PESOS (Php 50,000.00) ONLY** Contract (ABC) of _____ with an Approved Budget for the _____ Form attached as "Annex B" 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. Latest Income Tax Return / Business Tax Return
- C. Omnibus Sworn Statement (Use attached Form)
- D. Professional License/Curriculum Vitae (for Consulting Services only)
- E. PCAB LICENSE (for INFRA Projects only)
- F. 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 **MA. NENETHA D. SUIZA, Procurement Officer, BATAAN NCLEAR POWER PLANT, Napot Pt., Morong, Bataan** on or before **MARCH 24, 2022 at 2PM** of either of the following manners:

- Personally submitted
- Via courier, i.e. LBC, JRS Express, To-Go, etc.
- Thru e-mail at nenethsuiza1997@yahoo.com

In case of a failed bidding, a re-bidding may be conducted without prior notice to any previous bidder(s):

For further inquiries, please contact the DBAC Secretariat, Ms. _____
at Telephone No./s _____ 0918 6705586

_____ Ma. Nenetha D. Suiza

Very truly yours,

_____ **MA. CORAZON O. BALUYOT**
Chairman, DBAC-BNPP

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





**REPUBLIC OF THE PHILIPPINES
NATIONAL POWER CORPORATION
BNPP PRESERVATION AND DISPOSAL**
Napot Pt., Morong, Bataan

ANNEX A-1

RQ No./AC No. **BNPP-SVP22-002**

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

1. **Scope of Works:** PR No. S4-BPD22-003

Job Order: Repair/Maintenance – Service Vehicle Crosswind SJA-607

The scope of works shall cover the following activities:

1. Servicing of Air conditioning unit
 - Replace of Compressor (Isuzu genuine parts, with 1 year warranty)
 - Leak Test of condenser and evaporator
 - Replace of expansion Valve
 - Replace of filter drier
 - Replace of micro filter and assorted O-ring
 - 3 month warranty in normal aircon operation
2. Replace of Tire (2 pcs) 205/65R15
 - Tire must be branded and high quality
3. Testing after repair is required with three (3) months warranty to all replaced parts

APPROVED BUDGET FOR THE CONTRACT: **Php** 50,000.00

2. Contract Duration

Contract duration shall be **SEVEN (7)** calendar days upon receipt of the Purchase Order / Notice to Proceed.

3. Work Safety and Working Hours

- a. The contractor shall strictly observe all safety and security rules and regulations of the NPC-BNPP Complex to prevent accidents and injuries and/or damage to NPC properties.
- b. Clearing activities at the NPC-BNPP Complex premises shall be allowed only from 8:00 AM to 5:00 PM Monday to Friday. If contractor intends to work beyond 5:00 PM and during weekends, authorization must be secured from NPC.
- c. Contractor's personnel are not allowed to stay overnight inside BNPP complex, unless otherwise permitted by NPC.

4. Contractor's Responsibilities

- a. Workers to be deployed shall be directly hired by the Contractor.
- b. No employee-employer relationship shall exist between NPC & Contractor's personnel
- c. The Contractor is solely responsible for all indemnities to its employees arising from work-related accidents and violations.
- d. Repair/Replace and/or pay within two (2) weeks damages to NPC properties caused by neglect on the part of the Contractor.
- e. The Contractor shall report directly to the BNPP-OIC or his/her representative.
- f. The Contractor and his employees shall submit Police/Barangay Clearance before the start of the activity.

5. Prospective Bidder

Prospective Bidder must conduct an ocular inspection of the site to ensure full completion of the work/project and to apply safety measure in the execution of the work/activity. **Site Inspection Certificate** will be issued by the end-user after the ocular inspection.

6. Bid Submission

The Bidder shall submit their bids through their authorized representative or in the manner of submission as prescribed in the RFQ.

7. Late Bids

Any Bid submitted after the deadline for submission and receipt of Bids shall not be accepted by NPC-BNPP.

8. 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.

9. Bid Price Validity

Price validity shall not be less than One Hundred Twenty (120) calendar days from date of bid submission.

10. 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).

11. 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.

12. 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).

13. Total Contract Price

The Total Contract Price shall be inclusive of all taxes and other related expenses/charges.

14. Notice to Contractor

- 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.
- 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.

15. 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.

16. Terms of Payment

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

17. 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).

18. Applicable Laws, Rules and Regulations

It is understood that the provisions specified under RA 9184 (Government Procurement Reform Act), its IRR and subsequent amendments issued by the Government Procurement Policy Board (GPPB), although not specifically mentioned in this contract are deemed to be incorporated and made part of this contract as though fully written out and set forth herein.

19. 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).

20. Disclosure of Relations


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


21. Administrative Sanctions

Bidder shall likewise be imposed the rules as stated in Section 69 (Imposition of Administrative penalties) should there be infractions committed.

22. 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.

Prepared By: 
WILFREDO P. TORRES
ECO-B
End User

Approved By: 
DANTE M. CARAOS
Division Manager, BNPP
Cost Center Head



REPUBLIC OF THE PHILIPPINES
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ANNEX B

RQ No./AC No. BNPP-SVP22-002

SUPPLIER'S BID QUOTATION
ALTERNATIVE MODE OF PROCUREMENT

(SMALL VALUE PROCUREMENT – 53.9)

_____ Date

To the Chairman of DBAC-BNPP:

I have read and examined the Terms of Reference (TOR) for PR No. S4-BPD22-003 and I agree with the conditions in the TOR and offer the following supplies with specific descriptions:

Item No.	QTY.	UNIT	DESCRIPTION	UNIT PRICE (Php)	TOTAL PRICE (Php)
1					
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.