



NATIONAL POWER CORPORATION

REQUEST FOR QUOTATION (SHOPPING – 52.1 b)

19 July 2024

Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. **HO-CBM24-007** Ref. No. **SHB240614-JD00303(SH2)** and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on or before **9:30 AM** of 05 August 2024.

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 05 August 2024 the deadline for submission may be extended, as follows:

First (1 st) Extension	:	<u>12 AUGUST 2024</u>
Second (2 nd) Extension	:	<u>27 AUGUST 2024</u>
Third (3 rd) Extension	:	<u>11 SEPTEMBER 2024</u>

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/delunarj.npc@gmail.com

☐ 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, Riza Joy B. De Luna at telephone no/s. 8921-35741 Local: 5611.

Very truly yours,


ATTY. MELCHOR P. RIDULME
Senior Vice President & COO
and Chairman, Bids and Awards Committee



NATIONAL POWER CORPORATION

Gabriel Y. Itchon Building
Senator Miriam P. Defensor-Santiago Avenue (formerly BIR Road)
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Tel. Nos. (632) 8921-3541 to 80 • Fax No. (632) 8921-2468
Website: www.napocor.gov.ph





Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. **Scope of Works:** PR NO. HO-CBM24-007/ REF NO. SHB240614-JD00303(SH2)

FOR THE SUPPLY AND DELIVERY OF MEDICINES FOR NPC HO CLINIC CY 2024

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1 & 2	BETAMETHASONE VALERATE CREAM 0.1% 5G/TUBE	90 PC	33,030.00
3 & 4	BUDESONIDE 160MCG + FORMOTEROL 4.5MCG MDI 120 DOSES/INHALER	65 PC	54,795.00
5 & 6	CARVEDILOL 25MG TAB. 30's/BOX	80 BOX	43,280.00
7 & 8	HYPROMELLOSE EYE DROPS 10ML/BOTTLE	200 PC	84,400.00
9 & 10	OMEPRAZOLE DR 40MG CAP. 30's/BOX	80 BOX	93,600.00
11 & 12	SILVER SULFADIAZINE 5G TUBE	30 PC	10,350.00
13 & 14	TOBRAMYCIN EYE DROPS 0.3% 5ML/BOTTLE	50 PC	29,400.00
15 & 16	URSODEOXYCHOLIC ACID 500MG TAB. 50's/BOX	25 BOX	133,600.00
TOTAL AMOUNT			482,455.00

Notes:

- **Warranty: Shall be at least Three (3) Months**
- **Mode of Award: Lot Award. However, Bid Price offer shall not exceed ABC per item.**
- **Must Indicate Brand/Mode, Brochure & Specifications on your quotation.**
- **Additional Documentary Requirement to be submitted during the bid opening:**
 - Valid and Current License to Operate issued by Food and Drugs Administration (FDA) of the Department of Health (DOH);
 - Valid and Current Certificate of Product Registration (CPR) issued by FDA of the DOH for the item/s to be bid;
 - Valid and Current Certificate of Goods Manufacturing Practice (CGMP) or equivalent document in case of foreign manufacturer, duly authenticated by the Philippine Consulate office;

Note: In case of expired CPR and CGMP, they shall be accepted together with the Official Receipts as proof of renewal, provided that the renewed Certificate/s shall be submitted as post qualification requirements.
- **Additional Documentary Requirement to be submitted upon delivery:**
 - Batch Certificate indicating the description, quantity and balance of goods delivered.
 - Product insert or Package insert – a document included in the package of a medication that provides information about the drugs and its use.

APPROVED BUDGET FOR THE CONTRACT: PHP 485,455.00

Signature

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2. **Delivery Period**

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

3. **Delivery Point**

Items shall be delivered at **NPC HO – 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 LCQ shall be subjected to post qualification evaluation.

- PhilGEPS Certification and Mayor's/Business Permit.

The bid that PASSED the Post-Qualification shall be declared as the Lowest Calculated Responsive Quotation (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.

**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-CBM24-007(SH2)**. 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				
2				
3				
4				
5				
6				
7				
8				
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.