



NATIONAL POWER CORPORATION

**REQUEST FOR QUOTATION
(SHOPPING - 52.1 b)**

March 29, 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-CEO22-001, HO-PES22-001, HO-MWA22-003, HO-UAR22-004, Ref. No. SHS2201K - KAM062 and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Dilliman Quezon City on or before 9:30 AM 9:30 AM of April 18, 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 April 18, 2022, the deadline for submission may be extended, as follows:

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

The RFO/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. 8921-35741 Local: 5746.

Very truly yours,

ATTY. ROGER T. TEVES

Vice President, PES and Chairman,
Bids and Awards Committee



Management System
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ID #10865265



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Website: www.napocor.gov.ph

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Rev. No. 0
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Handwritten signature/initials



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-CEO22-001, HO-PES22-001, HO-MWA22-003, HO-UAR22-004
Ref. No. SHB 220418 - KA 00082

For the Supply and Delivery of Office Supplies and Equipment

Package 1 PR No. HO-CEO22-001			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	Printer Laser Color Inks included	1 SET	75,000.00
2	Air Purifier for Office, Heavy Duty with UV	1 UNIT	10,000.00
3	Camera Web Cam, USB 2.0 with Built-in-Mic	2 UNIT	8,000.00
TOTAL			Php 93,000.00
Package 2 PR No. HO-PES22-001			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	High Pressure Plasma Air Purifier	2 PC	110,000
TOTAL			Php 110,000.00
TOTAL			Php 58,000.00
Package 3 PR No. HO-MWA22-003			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	Printer 3 IN 1 Print, Scan, Copy, Colored, A4 Size	1 PC	16,500.00
2	Document Scanner; Automatic, Document Feeder	1 UNIT	16,500.00
3	Thermal Scanner	4 PC	18,552.00
TOTAL			Php 51,552.00
Package 4 PR No. HO-UAR22-004			
Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	Printer 3 IN 1 (Print, Scan, Copy) Continuous Ink Supply System	1 PC	11,000.00
TOTAL			Php 11,000.00
GRAND TOTAL			Php 265,552.00

Note/s:

A. Mode of Award is per Package Basis:

Package 1- HO-CEO22-001 Supply and Delivery of Printer and Two (2) other items

Package 2- HO-PES22-001 Supply and Delivery of High Pressure Plasma Air Purifier

Package 3- HO-MWA22-003 Supply and Delivery of Printer 3 IN 1 and Two (2) others

Package 4- HO-UAR22-004 Supply and Delivery of Printer 3 IN 1 Continuous Ink Supply

- 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 **30 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.

**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-CEO22-001, HO-PES22-001, HO-MWA22-003, and HO-UAR22-004** 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.

TECHNICAL SPECIFICATIONS

PR NO. HO-CEO22-001

PRINTER LASER COLOR

Print, Copy, Scan, Fax

Print Res. 4800 x 1200 dpi

Print speed: 22 ppm Black, up to 18 Color

Max. Resolution: Color: 4800 x 1200 dpi, Black: 1200 x 1200 dpi

Scanner Type: Flatbed, ADF

Direct Print Capable: Wi-Fi Direct

Interface: USB 2.0, Ethernet, Wi-Fi (802.11g/b/n), 2 x RJ-11 modem ports

Duplex Copying: Yes

Optical Res.: 1200 dpi

With 1 set high yield ink

AIR PURIFIER WITH HEPA FILTER

Heavy Duty

CAMERA WEBCAM

WEBCAM, Heavy Duty/Full HD

1080P, with Built-in Mic

TECHNICAL SPECIFICATIONS

TS-1.0 GENERAL

This Project shall cover the supply and delivery of two (2) units of High-Pressure Plasma Air Purifier. The air purifier will be used in the office vicinity to help sanitize the air for the health and safety of the employees.

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.

TS-2.0 SCOPE OF WORKS

The scope of works shall cover the supply and delivery of the following items¹:

- Two (2) units - High Pressure Plasma Air Purifier

TS-3.0 DELIVERY PERIOD AND LOCATION

The delivery period shall be **THIRTY (30) CALENDAR DAYS** reckoned from receipt of Notice to Proceed.

The High-Pressure Plasma Air Purifier shall be delivered to the Office of the Vice President of the Power Engineering Services, NPC Head Office, Diliman, Quezon City.

TS-4.0 TECHNICAL SPECIFICATIONS

This specification covers the features and technical requirements for the supply and delivery of two (2) units of High-Pressure Plasma Air Purifier.

The High-Pressure Plasma Air Purifier shall have the following minimum functionalities:

- A pre-filter to filter out large particles such as hair
- Positively charged plates and 20,000 – 40,000 volts sterilization chamber for killing bacteria and viruses
- Able to absorb odors and reduce carbon emission
- Innovative technology to form a dust hunting airfield to absorb dust, smog, and particles in the air
- Does not require HEPA filters
- Simple maintenance process
- Complete air purification solution
- Quiet Operation with various fan speed

¹ All items must be unused / brand new in sealed packaging.

- Easy to use touch controls
- No Ozone produced

Table below defines the minimum specifications for the High-Pressure Plasma Air Purifier.

Specifications/Descriptions	Parameters
Application Area	At least 30 square meters
Weight	Maximum of 12kg
CADR (Clean Air Delivery Rate)	350 m ³ per hour
Rated Voltage	230 V
Frequency	60 Hz
Sterilization Method	Plasma

Table 1.0 Technical Specification for the High-Pressure Plasma Air Purifier

TS-5.0 GUARANTEE

The Supplier shall give full guarantee that all furnished equipment shall be brand-new, unused, fully functional and free from defect. This guarantee shall provide a warranty of at least one (1) year. The warranty shall cover that all supplied and delivered equipment are free from defects against materials and workmanship from manufacturing. The supplier shall be responsible for the repair and/or replacement of the defective equipment. Expenses regarding the repair and/or replacement of the parts shall be into the account of the supplier. The Supplier shall submit Warranty Certificate stating the requirements in this clause upon the delivery of the equipment.

TS-6.0 MEASUREMENT OF PAYMENT

NPC shall pay the supplier in a per delivery basis. Payment for the delivered items and services shall be based on the quantity of the items supplied to NPC. The amount of payment will be made at the corresponding unit price for the items and services in the Bid Price Schedule. Only upon the acceptance of the items and services, the supplier can collect his payments from NPC.

PRODUCT SPECIFICATIONS FOR HO-MWA22-003

DESCRIPTION	QUANTITY	U/M
1. PRINTER 3 IN 1, PRINT, SCAN, COPY, COLORED, A4 SIZE <ul style="list-style-type: none"> ■ Print Method: On-demand Inkjet ■ Max. Print Resolution: 5760x1440 dpi ■ Printer Type: Print, Scan, Copy ■ Print Speed: Up to 10 lpm / 5.0 lpm ■ Connectivity: USB 2.0 ■ Rated Voltage: 220-240V ■ Supported OS: Win XP/Vista/7/8/8.1/¹⁰/Mac OS X 10.5.8 or later ■ Standard Paper In Capacity: Up to 100 sheets-A4 / Letter Plain paper (80 g/m2) Up to 20 sheets-Premium Glossy Photo Paper 10 sheets-Envelope, 30 sheets postcard ■ Scanner Type: Flatbed color image scanner ■ Scanner Type: Flatbed color image scanner ■ Copy Quality: Color/Black and White; Draft/Standard 	1	PC
2. SCANNER DOCUMENT SCANNER, AUTOMATIC, DOCUMENT FEEDER <ul style="list-style-type: none"> ■ compact size and footprint ■ 25ppm/50ipm scanner with 1-pass duplex scanning ■ Powered via USB 3.0 bus-powered or AC adapter ■ Dedicated card slot ■ ADF paper capacity of 20 sheets 	1	UNIT
3. THERMAL SCANNER <ul style="list-style-type: none"> ■ Screen : Digital Display ■ Accuracy: ±0.2 Degrees ■ Response Time: 0.5s ■ Abnormal Automatic Alarm: Flashing+voice ■ Automatic Measurement: Measuring Distance 5-10cm ■ Input: USB DC4.2-5V ■ Infrared Measuring Range: 0°C - 50°C ■ Environment Temperature: 10°C - 40°C ■ Weight: 227g ■ Dimension: 155 x 104 x 84mm ■ Standby: about one (1) week ■ with stand 	4	PC

Prepared by:


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 Admin. Svcs Assistant B, MBWAT

Noted by:


MENDEL S. GARCIA
 Section Chief, MBWAT




NATIONAL POWER CORPORATION
Watershed Management Department
Upper Agno River Watershed Area Team

Specifications:

PR No. HO-UAR22-004: Printer 3 in 1 (Print, Scan, Copy), continuous ink supply system

ITEM	DESCRIPTION	QTY	U/M
1	Printer, 3 in 1 (Print, Scan, Copy), continuous ink supply system, multifunction printer Print up to: Legal size 8.5" x 14" inches Built in integrated ink tank Support wireless wi-fi Support mobile phone printing	1	pc

Prepared by:


NILDA M. CADIO
Forest Guard

Noted by:


BENJAMIN T. KIMMAYONG
Section Chief