



National Power Corporation

REQUEST FOR QUOTATION (SHOPPING – 52 .1 b)

April 18, 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-DDD22-003 / EO-EIA22-001** Ref. No. **SHB220328-RM (SHB2)** and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City **on or before 9:30 AM of 28 April 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 or Blue 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 **28 April 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 Php100, 000.00 - via fax/e- mail/ bid proposal to procurement officer
- Above Php100,000 up to Php1,000,000 - via Sealed Offer (use drop box @ procurement office)

For further inquiries, please contact the BAC Secretariat, **Mr. Joslo Riel S. Medina** at telephone no/s. **8921-3541 loc 5397 / Fax No. 8922-1622** with e-mail address at **jrsmedina.npc@gmail.com or bcsd@napocor.gov.ph**.

Very truly yours,


ATTY. ROGEL T. TEVES
Chairman, Bids and Awards Committee

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Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. **Scope of Works:** PRNO.HO-DDD22-003 / HO-EIA22-001 / REF NO. SHB220328-RM (SHB2)

For the Supply and Delivery of: SCANNER

PR NO. HO-DDD22-003

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	DOCUMENT SCANNER, HIGH SPEED, MAXIMUM A3 SIZE (see attached sheet for complete Specification)	1 UNIT	150,000.00
TOTAL AMOUNT			150,000.00

PR NO. EO-EIA22-001

Item No.	DESCRIPTION	QTY.	ABC (PhP)
2	SCANNER HIGHSPEED (see attached sheet for complete Specification)	1 UNIT	70,000.00
TOTAL AMOUNT			70,000.00
GRAND TOTAL			220,000.00

Notes:

- **Warranty:** Shall be at least One (1) Year
- **Mode of Award** is Per Item Award
- **Indicate brand and submit specifications/brochure to support the offered item**
- **See attached sheet for the complete specifications**

APPROVED BUDGET FOR THE CONTRACT: PHP 220,000.00

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 Warehouse-Head Office, Dilliman, 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.

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NATIONAL POWER CORPORATION

**TECHNICAL SPECIFICATIONS
SUPPLY AND DELIVERY OF ONE (1) UNIT DOCUMENT SCANNER, HIGH
SPEED, A3 SIZE MAX
(PR NO. HO-DDD21-003)**

DESCRIPTION	NPC REQUIREMENTS	Bidder's Offer
A3 DOCUMENT SCANNER 1 UNIT		
Scanner Type	Flatbed color image scanner	
Photoelectric Device	600 dpi color CCD 4 line sensor (RGB and black)	
Optical Resolution	600 dpi	
Maximum Resolution	600 dpi	
Color Bit Depth	16-bits per pixel internal / 8-bit external	
Optical Sensor	600 dpi color CCD 4 line sensor (RGB & Black)	
Maximum Scan Area	11.7" x 100" with Auto Document Feeder (ADF), Flatbed 11.7" x 17"	
Scanning Speed	<u>200 dpi</u> • B/W: Up to 40 ppm / 80 ipm with ADF • Color: Up to 40 ppm / 80 ipm with ADF <u>300 dpi</u> • B/W: Up to 30 ppm / 60 ipm with ADF • Color: Up to 30 ppm / 60 ipm with ADF <u>600 dpi</u> • B/W: Up to 15 ppm / 30 ipm with ADF • Color: Up to 7.5 ppm / 15 ipm with ADF	
AUTOMATIC DOCUMENT FEEDER (ADF)		
Capacity	200 pages (75 g/m ²)	
Type	Sheet fed 1-pass duplex scanning	
Hinge	Free stop, 15 mm max lift	
Paper Supply	Face up load, face down eject	



NATIONAL POWER CORPORATION

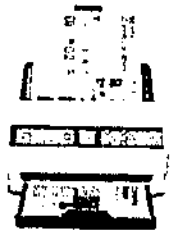
TECHNICAL SPECIFICATIONS SUPPLY AND DELIVERY OF ONE (1) UNIT DOCUMENT SCANNER, HIGH SPEED, A3 SIZE MAX (PR NO. HO-DDD21-003)

Document Sizes	A3, A4, Letter, Legal, B5, A5,	
Maximum Size	11.7" x 100" (ADF) 11.7" x 17" flatbed,	
Minimum Size	2.7" x 4.7" (ADF)	
Paper Weight	35 g/m ² , 128 g/m ² less than 4" x 6": 60 g/m ² , 190 g/m ²	
GENERAL REQUIRMENTS		
Operating Systems	<ul style="list-style-type: none">• Windows® 8• Windows 7• Windows Vista®• Windows XP• Windows XP Professional x64 Edition• Mac OS® X 10.5.x, 10.6.x, 10.7.x, 10.8.x	
Warranty	1 Year	
Bid/Price Validity	120 days	
Delivery Period	30 days	
Place of Delivery	NPC Stockroom	

TECHNICAL SPECIFICATION

Estimated ABC : PhP 70,000.00
 Description : Document Scanner
 PR No. : EO-EIA21-001
 End User : Environmental Impact Assessment & Licensing Division
 Delivery Site : NPC Warehouse, Diliman, Quezon City

Note: The specification is set to the minimum value/functionality to meet the requirements of the End-user.

ITEM	DESCRIPTION	QTY/U.M.	SUPPLIER'S DATA				
2.	<p>DOCUMENT SCANNER</p> <table border="1" data-bbox="272 857 906 987"> <tr> <td data-bbox="272 857 536 920">Brand</td> <td data-bbox="536 857 906 920"></td> </tr> <tr> <td data-bbox="272 920 536 987">Model</td> <td data-bbox="536 920 906 987"></td> </tr> </table> <p>Features:</p> <ul style="list-style-type: none"> ▪ A4 sheet-fed, one-pass duplex color scanner ▪ Fixed carriage & moving document ▪ Color LCD type display ▪ Contact Image Sensor (CIS) type ▪ RGB LED light source ▪ 600 x 600dpi optical resolution ▪ Support Windows Operating System (OS) ▪ TWAIN, SANE, WIA, ICA, ISIS (Windows) driver compatible ▪ Software bundle (scanning, PDF document capture) ▪ Supported file format (JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG) ▪ USB3.0 interface ▪ 220~240V AC power supply <div data-bbox="459 1601 630 1832" style="text-align: center;">  </div> <p style="text-align: center;">IMAGE</p>	Brand		Model		1.00 UNIT	<p>COMPLY/ NOT COMPLY</p> <p>Refer to the attached brochure/technical datasheet:</p>
Brand							
Model							

NATIONAL POWER CORPORATION
Power Engineering Services
Environmental Impact Assessment & Licensing Division

Delivery Period and Location

The delivery shall be at NPC Warehouse, Diliman, Quezon City not more than thirty (30) calendar days reckoned from the contract effectivity date stated in the Notice to Proceed.

Acceptance Criteria

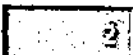
- An acceptance certificate shall be issued only after all the items are completely delivered, inspected, tested, and found to conform to the specifications.
- If any, fail to pass the inspection and actual testing, the End-user may by its own judgment, direct the supplier to replace within the period of 60 calendar days the goods in question.

Support Services

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

Full equipment warranty for One (1) year shall be given from the date of final 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-DDD22-003 / EO-EIA22-001. 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)
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.