



National Power Corporation
REQUEST FOR QUOTATION
(SHOPPING – 52 .1 b)

May 25, 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-EEI22-004 / REF NO. SH220617-KL and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City **on or before 9:30 am of 17 June 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"). Mayor's Permit must be updated and current. Expired Mayor's Permit will disqualify the bid. The Mayor's Permit must be uploaded as "Annex A".

For Red or Blue Members:pp

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

In case no bid or insufficient number or bids is received on 17 June 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, Ms. Kristine C. Lacatan at telephone no/s. 8-924-5397 with e-mail address at kclacatan@napocor.gov.ph.

Very truly yours,

ATTY. ROSEL T. TEVES
Chairman Bids and Awards Committee

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Quezon City 1100, Philippines
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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: PR NO. HO-FEI22-004 / REF NO. SHB220617 - KL

For the Supply and Delivery of:

Item No.	DESCRIPTION	QTY.	U/M	ABC (PhP)
1	BAG, HIKING BAG	11	PC	67,980.00
TOTAL AMOUNT				67,980.00

Note/s:

- Item to be supplied by the winning bidder should be brand new.
- Warranty should be at least one (3) months.
- Please refer to the attached sheets for the complete technical specifications.

APPROVED BUDGET FOR THE CONTRACT: PHP 67,980.00

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-OBC WAREHOUSE, HEAD OFFICE, 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 Bid (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.

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), unless specifically required in the scope of works.

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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 or 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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**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-EEI22-004. 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 PRICE (PhP)
1				
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.

Section VI – Technical Specifications

PART II – TECHNICAL DATA SHEETS

SUPPLY AND DELIVERY OF HIKING BAGS (PR. NO. HO-EEI22-004)

The travelling bag shall have the following functionalities:

- The bag shall be equipped with Air compact system.
- The travel bag shall be easily adjustable to fit any back length.
- The bag shall have a load adjustment straps to individually adapt the pack's center of gravity.
- The travelling bag shall have a front opening for ease of access, including side pockets and stretch compartment on the inside.
- The bag shall consist of a sternum strap that stabilizes the pack on the shoulders.
- The bag shall have padding on the hip belt with zipper and a special pocket inside for valuable items.
- The bag shall be water resistant and made of polyester material.

Below are specifications for the units of travelling bags, and compartment features.

Travel Bag Features	
Type	Backpack
Capacity	At least 50L but not to exceed 65L
Color	Black/Gray/Dark Blue
Weight	Not more than 1000g
Additional feature	With steel frame support
	With back ventilation
	With rain cover

Name of Firm

Name & Signature of Representative

Designation



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Section VI - Technical Specifications

Part I - Technical Specifications

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Part I - Technical Specifications

TS-1.0 GENERAL

This specification covers the features and technical requirements for the supply and delivery of Hiking Bag for Electrical Engineering, Instrumentation and Control Division.

All supplied equipment shall be new and unused. They 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.

TS-2.0 SCOPE OF WORKS

The scope of works shall cover the supply and delivery of eleven (11) pieces Hiking Bag.

TS-3.0 DELIVERY PERIOD AND LOCATION

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

The Hiking Bag shall be delivered to Electrical Engineering, Instrumentation & Control Division, Design & Development Department, NPC Head Office, Diliman, Quezon City.

The Supplier shall be responsible for visiting the site and take particular reference to its accessibility, means of communication and transportation, and all other factors that could hamper the smooth execution of the contract.

Any and/or all expenses arising through the lack of knowledge or understanding regarding the existing conditions of the site shall be the responsibility of the Supplier and no additional payment thereof shall be made by NPC.

TS-4.0 ACCEPTANCE CRITERIA

The Supplier shall perform at his own expense all inspection required to ensure adequacy of design, material, workmanship and conformance of the supplied Hiking Bag to the requirements of the specifications and standards.

Necessary inspections at the place of delivery shall also be conducted with the presence of NPC representative.

Upon arrival of the Hiking Bags at delivery site, NPC and the Supplier or their authorized representatives, shall jointly verify the goods following the steps below:

- a. Inspection and verification of the packing list;
- b. Visual inspection of the condition of the packaging and its surfaces;
- c. Partial opening of the plastic sheet protection (if any) of the Hiking Bags to verify the content and its physical condition and to check pilferage or damage during shipment and storage.

A record shall be prepared carefully noting all eventual shortages, defects or damages, signed by the Supplier and concurred by NPC. All shortages and damages noted shall be immediately replaced by the Supplier at his own cost and shall ensure the timely delivery of replacement without affecting the agreed overall contract implementation schedule.

Acceptance certificate shall be issued only after all the required inspection and verification are satisfactorily conducted and performed.

If the supplied material/s fails to pass the inspection and/or test, NPC may at his own judgment, direct the Supplier to replace the said material/s.

TS-5.0 DOCUMENTS TO BE SUBMITTED

- a. To be submitted before/during delivery of Hiking Bags:
 - a.1 Replacement Warranty Certificate for at least three (3) months against factory defects/workmanship;
 - a.2 Service Agreement for warranty and after sales service (Technical Support).

All documents in Clause TS-5.0 including other documents specified in Clause TS-4.0 shall be submitted to the Manager, Electrical Engineering, Instrumentation & Control Division for evaluation and/or approval prior to issuance of acceptance.

TS-6.0 GUARANTEE

The supplier shall guarantee the replacement of the Hiking Bags at his own expense against defect in design, workmanship and materials for a period of three (3) months after acceptance by NPC.

The Supplier shall submit a Warranty Certificate effective from the date of acceptance by NPC.