



National Power Corporation
REQUEST FOR QUOTATION
(SMALL VALUE PROCUREMENT - 53.9)

January 03, 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-HRM21-001 (SVP3) / REF NO. SVP211015-KL07386 and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City **on or before 9:30 am of January 14, 2022.**

The following documents must be submitted together with your quotation:

1. PhilGEPS Registration, whichever is applicable:

For Platinum Members:

2. 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:

- a. Valid Mayor's Permit showing the expiry date
- b. PhilGEPS Registration Number ;

3. Other documents: : Please refer to the attached ADDITIONAL TOR

Additional Documentary Requirements, if applicable:

- Omnibus Sworn Statement (use attached Form) (For Total ABC of Above PhP 50,000);
- Latest Income Tax Return / Business Tax Return (For Total ABC of Above PhP 500,000);
- Professional License/Curriculum Vitae (for Consulting Services only);
- PCAB License (for INFRA Projects only);

The Warranty Period shall be: Please refer to the attached TOR

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

For further inquiries, please contact the BAC Secretariat, Ms. Kristine C. Lacatan at telephone no/s. 8 - 921-3541 loc 5394 / with e-mail address at kclacatan@napocor.gov.ph

Very truly yours,


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

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



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Republic of the Philippines
NATIONAL POWER CORPORATION

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

1. Scope of Works: PR NO. HQ-HRM21-001 (SVP3) / REF NO SVP211015-FL 00388

For the Supply and Delivery of:

Item No.	DESCRIPTION	QTY.	U/M	ABC (PhP)
1	PLAQUE	50	Pc.	75,000.00
TOTAL AMOUNT				75,000.00

Note/s:

- Item to be supplied by the winning bidder should be brand new.
- Please refer to the attached sheet for the complete scope of work & specifications.
- Warranty should be at least three (3) months.

APPROVED BUDGET FOR THE CONTRACT: PHP 75,000.00

2. Delivery Period

Delivery Period shall not be later than SEE ATTACHED END USER'S TERMS 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.

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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.

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.

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
 (SMALL VALUE PROCUREMENT – 53.9)**

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. _____ 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	U/M	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.



NATIONAL POWER CORPORATION

TERM OF REFERENCE

A. SCOPE OF WORK

The winning bidder shall supply and deliver **PLAQUE, CLEAR GLASS; 12.0 INCHES; 7.0 INCHES WIDE; 5.0 MILLIMETER THICKNESS; 2.0 INCHES COLOR COMPANY LOGO; 1 MILLIMETER YELLOW BORDER (PLEASE REFER TO THE ATTACHED DRAWING)** under P.R. No. HO-HRM21-001

B. TERMS AND CONDITIONS

1. The item shall involve an Open Purchase Order (OPO) with the following provisions:
 - a. The OPO shall cover a supply contract period of one (1) year from the effectivity of the Notice to Proceed (NTP).
 - b. The delivery shall be on a staggered basis. The item shall be delivered quarterly upon request thru phone or e-mail.
 - c. Delivery shall be reckoned from the date of receipt of NTP duly confirmed via telephone and noted as officially received by the Supplier.
 - d. Payment shall be made on a per delivery basis.
 - e. If the OPO item quantities are not fully served, any remaining item shall be fully delivered at the end of the contract period.
 - f. Supplier shall be responsible for having an available supply of the item on this OPO. If the supplier fails to meet the requested item for delivery within the due dates, and NPC is forced to purchase the item from other sources due to urgency of need, the difference between the awarded price and outsourced price shall be chargeable to the supplier.
 - g. Deliveries which are not in conformance with the technical specifications shall be rejected.
2. Delivery point is in NPC Head Office Warehouse – Diliman, Quezon City.

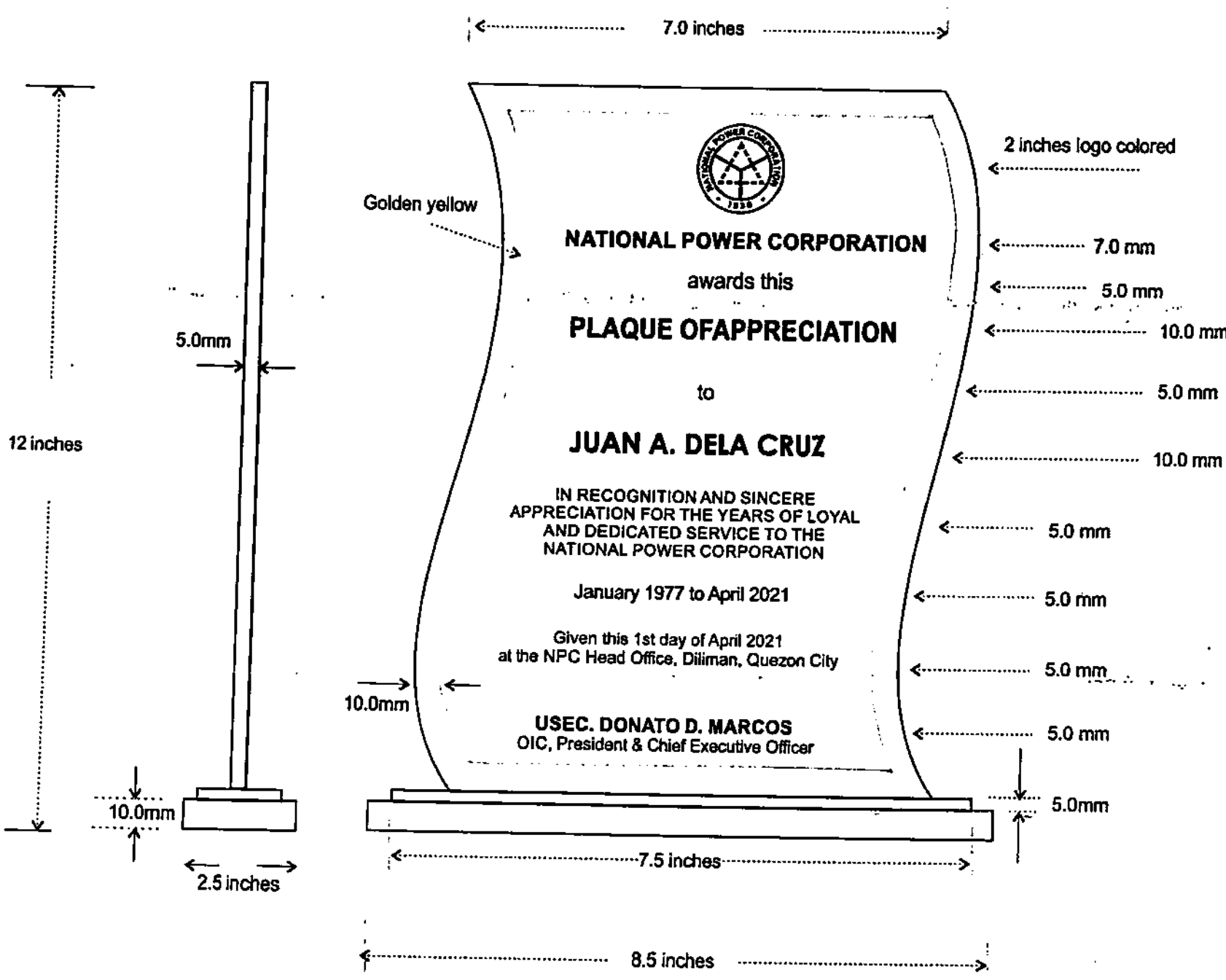


National Power Corporation

RETIREES PLAQUES OF APPRECIATION

	RETIREE	FROM	TO	DATE GIVEN
1	ABRAHAM B. SANTIAGO JR.	October 06, 1981	May 04, 2021	June 7, 2021
2	JOESITO P. CAWALING	October 18, 1994	May 15, 2021	June 7, 2021
3	VIVENCIO B. CORTES	July 20, 1981	May 18, 2021	June 7, 2021
4	ROLANDO S. DUMAYAS	April 01, 1994	June 2, 2021	July 5, 2021
5	CORAMEN M. MACALINAO	24 April, 1979	June 19, 2021	July 5, 2021
6	MARCIANA T. ESQUIBIL	January 16, 1989	July 18, 2021	August 2, 2021
7	MELINDA A. BANCOLITA	February 01, 1982	July 22, 2021	August 2, 2021
8	MA. FLOR C. QUERUBIN	January 05, 2004	August 3, 2021	September 6, 2021
9	DANILO A. TACDERAN	October 18, 1994	August 10, 2021	September 6, 2021
10	JESUS TEOFILO L. ALFEREZ	October 16, 1995	August 13, 2021	September 6, 2021
11	JOEL A. BANUAG, SR.	August 03, 1978	August 25, 2021	September 6, 2021
12	RODRIGO P. ARCILLAS	December 16, 1988	August 25, 2021	September 6, 2021
13	ONOFRE S. CASTRO	February 01, 1982	August 27, 2021	September 6, 2021
14	DIOMEDES M. TALAG	July 01, 1982	September 20, 2021	October 4, 2021
15	ALBERT M. PASCUA	August 16, 1985	September 20, 2021	October 4, 2021
16	MANUEL C. SINGSON	04 April, 1979	October 19, 2021	November 8, 2021
17	ROSARIO A. MENDOZA	March 17, 1986	October 25, 2021	November 8, 2021
18	PID P. BAGIWAN	January 16, 1989	October 25, 2021	November 8, 2021
19	GEMELO L. BALLON	March 18, 1981	December 10, 2021	January 3, 2022
20	WILFREDO I. DUCUSIN	August 03, 1987	January 24, 2022	February 7, 2022
21	MARIO F. LONGALONG	April 14, 1981	February 03, 2022	March 7, 2022
22	DANIEL A. DAYADAY, SR.	March 23, 1995	February 16, 2022	March 7, 2022
23	DANTE B. ALA	July 02, 1986	March 21, 2022	April 4, 2022
24	NECITAS B. CAMAMA	February 25, 1980	March 20, 2022	April 4, 2022
25	JOHNNY B. BUNAY	July 21, 1981	May 08, 2022	June 6, 2022
26	ELMER D. CASTILLO	August 01, 2019	May 24, 2022	June 6, 2022
27	MA. CORAZON O. BALUYOT	April 03, 2003	June 7, 2022	July 4, 2022
28	HONORATO V. DIMAFILIS, JR.	November 04, 1994	July 18, 2022	August 1, 2022
29	GERMILO P. DAAN	January 07, 1982	July 18, 2022	August 1, 2022
30	REGIDOR N. EVANGELISTA	March 23, 1995	August 28, 2022	September 5, 2022
31	TERESA R. VILLED0	March 24, 2003	September 2, 2022	October 3, 2022
32	VILMA B. MIRANDA	February 01, 2006	September 10, 2022	October 3, 2022
33	JOSE R. SURBANO, SR.	March 23, 1995	September 24, 2022	October 3, 2022
34	CRISTINA Z. PENTECOSTES	July 08, 1982	September 24, 2022	October 3, 2022
35	NORBERTO G. ONGKINGCO, JR.	July 01, 1990	September 27, 2022	October 3, 2022
36	MILANDA E. EQUINIO	September 01, 1986	October 26, 2022	November 7, 2022
37	PEDRO C. DUNGO, JR.	April 01, 1977	November 23, 2022	December 5, 2022
38	ELSIE L. FORMANES	October 13, 1981	November 20, 2022	December 5, 2022
39	ANTONIO A. FALCES	June 29, 1989	December 13, 2022	January 2, 2023
40	CARLOS A. MENESES	December 01, 1993	December 22, 2022	January 2, 2023
41	RIZLY A. SERIL	August 01, 2006	December 31, 2022	January 2, 2023
42	CARLOS M. SAYSON	July 16, 1982	January 8, 2023	February 06, 2023
43	ARNEL I. GARCIA	October 18, 1994	January 17, 2023	February 06, 2023
44	PABLITO C. ARGAMOSA	February 08, 1982	January 25, 2023	February 06, 2023
45	CARLITO CARLOS C. GARCIA	February 20, 1995	January 29, 2023	February 06, 2023
46	MARCIANA B. GUIINTO	December 16, 1981	February 06, 2023	March 06, 2023
47	FAUSTINO B. TUYAN	November 18, 1985	February 15, 2023	March 06, 2023
48	JOVELITO A. AÑONUEVO, SR.	December 01, 1988	February 15, 2023	March 06, 2023
49	CESARIO ISRAEL B. BANDONG	August 27, 1981	February 16, 2023	March 06, 2023
50	CATHERINA V. MACEDA	August 13, 1996	February 16, 2023	March 06, 2023

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NATIONAL POWER CORPORATION

SUPPLY AND DELIVERY OF PLAQUE, GLASS PURCHASE REQUISITION NO. HO-HRM21-001

SPECIFICATION

MATERIAL DETAILS

: Clear Glass

- 12 inches tall
- 7.0 inches wide
- 5.0 millimeters thickness
- 2.0 inches colored company logo
- 1.0-millimeter yellow border
- Arial font.
- *Please refer to the attached drawing*

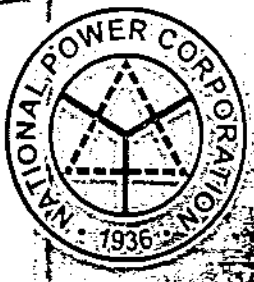
DELIVERY DATE

PLACE OF DELIVERY

: Upon request of the End-user

: NPC Head Office, BIR Road corner Quezon Avenue, Diliman,
Quezon City

copy only



NATIONAL POWER CORPORATION

awards this

PLAQUE OF APPRECIATION

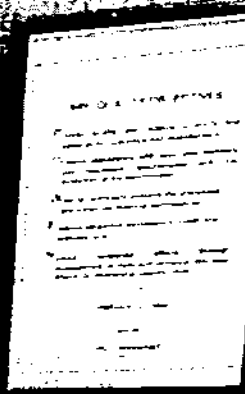
to

PANFILO O. DABLO

IN RECOGNITION AND SINCERE
APPRECIATION FOR THE YEARS OF LOYAL
AND DEDICATED SERVICE TO THE
NATIONAL POWER CORPORATION
September 1993 to September 2018

Given this 3rd day of September 2018
at the NPC Head Office, Diliman, Quezon City

RIO J. BENAVIDEZ
President & Chief Executive Officer



copy only

NATIONAL POWER CORPORATION

awards this


PLAQUE OF APPRECIATION

to

PANFILO O. DABLO

**IN RECOGNITION AND SINCERE
APPRECIATION FOR THE YEARS OF LOYAL
AND DEDICATED SERVICE TO THE
NATIONAL POWER CORPORATION
September 1993 to September 2018**

Given this 3rd day of September 2018
at the NPC Head Office, Diliman, Quezon City


RIO J. BENAVIDEZ
President & Chief Executive Officer



Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]