



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

05 May 2025

Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. **HO-MAG25-007** Ref. No. SYP250521 - JD00195 and submit the same in a sealed envelope to be dropped in the designated drop box at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman, Quezon City **on or before 9:30 A.M. of 21 May 2025.**

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 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. Riza Joy B. De Luna** at telephone no/s. 8921-3541 loc. 5611 with e-mail address at rjbdeluna@napocor.gov.ph & bcسد@napocor.gov.ph

Very truly yours,


LARRY I. SABELLINA

Vice President, Mindanao Generation Group
and Chairman, Bids and Awards Committee



NATIONAL POWER CORPORATION

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Senator Miriam P. Defensor-Santiago Avenue (formerly BIR Road)
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Website: www.napocor.gov.ph





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. HO-MAG25-007 /REF NO. SVP250521-JD00195

For the Supply and Delivery of Brochure for Project Sustainability

Item No.	DESCRIPTION	QTY.	U/M	ABC (PhP)
1	BROCHURE PLAN 12 – PROJECT SUSTAINABILITY AND CONTINGENCY MECHANISM	200	PCS	40,000.00
TOTAL AMOUNT				40,000.00

Note/s:

- Items to be supplied by the winning bidder should be brand new
- Indicate the brand/model, brochure & specification of each item in your quotation.
- Please refer to the attached sheets for the complete technical specifications.
- Warranty should be at least three (3) months.
- The mode of award is per lot basis.

APPROVED BUDGET FOR THE CONTRACT: PHP 40,000.00

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 Watershed Management Department, NPC-HO, 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.

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.

**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-MAG25-007.** 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.

NATIONAL POWER CORPORATION
Watershed Management Department
Magat Watershed Area Team

PR. No. HO-MAG25-007

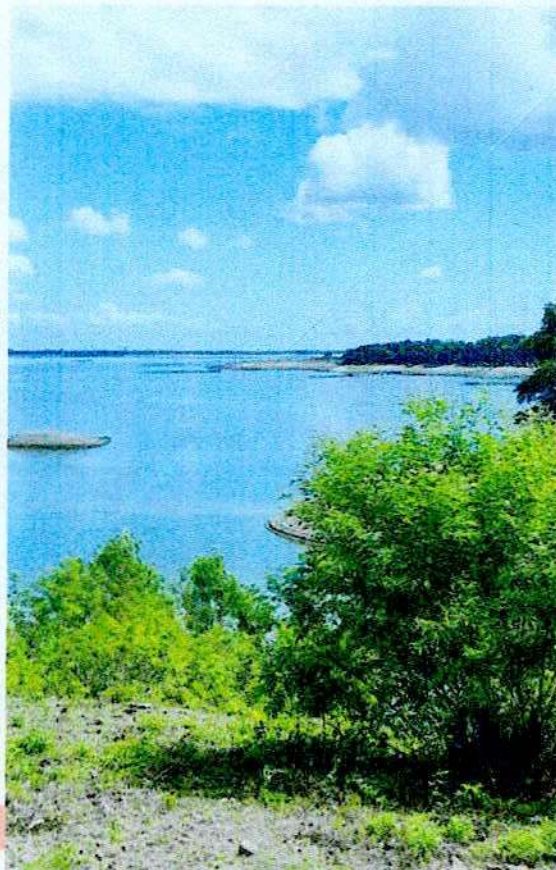
SCOPE OF WORKS:

1. Execute the concept, design, layout and creatives) including illustrations/graphics and editorial assistance) as well as the over-all project management of the MWAT brochures;
2. Undertake the final artwork production for the MWAT brochure (including digital imaging/composition, type setting);
3. Concept will showcase MWAT awareness campaign on watershed conservation, rehabilitation, and protection; and
4. Supply and delivery of brochure.

TECHNICAL DETAILS/DELIVERABLES

1. Paper Size: Standard Letter size (8.5" x 11")
2. Paper Type: Matte Paper
3. Tri-fold
4. Printing Method: Digital Printing
5. Full Color Printing (Both Sides)

PARTICULAR	QUANTITY	MATERIAL COST
A. MATERIALS.		
1. Brochure	200 pcs	200.00
TOTAL		40,000.00



The Lame-haan tourist spot at Halag, Aginaldo, Ifugao

WHAT'S OUR VISION?

- Sustain production of natural resources particularly water and geothermal steam for power generation and global contribution to biodiversity and climate change

HOW CAN YOU PROMOTE AND SUSTAIN A HEALTHY WATERSHED?

- Conserve water
- Responsible waste disposal
- Plant native trees by Landscaping
- Participate a local or environment advocate organization.

"We do not inherit the Earth from our ancestors; but think we borrow it from our children."
- UNKNOWN

WHAT'S OUR MISSION?

- Sustain and prolong the lifespan of power facilities through effective and appropriate watershed management strategies.
- Enhance NPC generation plants and facilities' client image through watershed programs and projects and activities.
- Undertake watershed-responsible investments for ecological enhancement and environmental protection.

What are the programs and projects of NPC-MWAT?

A. Watershed protection program

Regular patrolling in watershed area aim protect from illegal activities and oversee forest fire.



Photo showing the Community patrol

B. Watershed rehabilitation project

The program aim to rehabilitate the denuded area and ensure food security for future generation.



The Plan 12-Reforestation project

C. Watershed resources development program

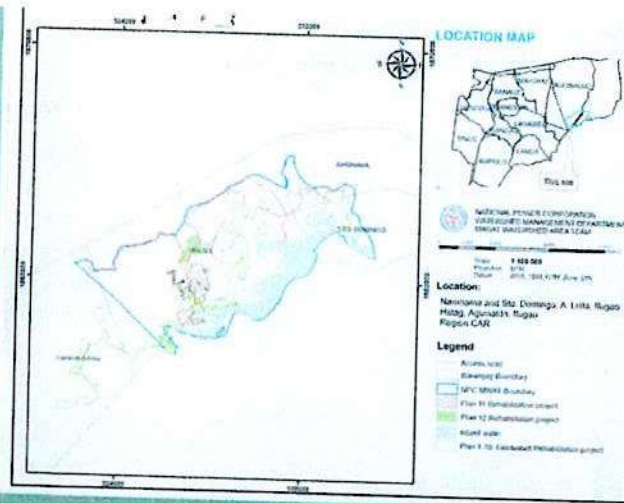
Livelihood is short-term period for community partners to fulfil the present basic needs.



Photo showing group picture after soft broom production training.



The NPC-MAGAT watershed area consists of diverse flora and fauna and also serves as a temporary shelter for migratory birds such as egrets. The Brahminy kite eagle and other bird species are frequently spotted in the watershed. It is endemic plant species like Salingogon (*Cratoxylum formosum*) and White Lauan (*Shorea contorta*)



Map showing the area managed by NPC-MAGAT

It is located in the eastern part of the province of Ifugao. It partially occupies the areas of Barangay Sto. Domingo and Namnama in Alfonso Lista, and Barangay Halag in Aguineldo, Ifugao



MAGAT WATERSHED AREA
TEAM OFFICE

Purok 3, Gen. Aguinaldo, Ramon, Isabela

Email: mwa@necor.gov.ph

Facebook: NPC Magat Watershed Area Team

MAGAT WATERSHED FOREST RESERVE

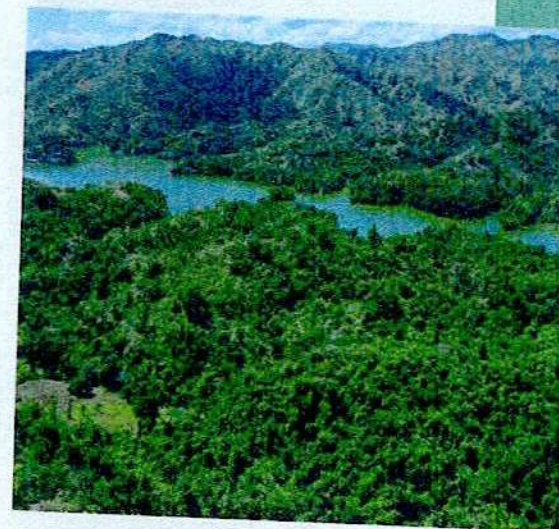


Photo showing the strict protection zone and restoration within Magat Watershed forest Reserve.

- On June 26, 1969, the Magat watershed area was proclaimed as forest a reservation under proclamation no. 573 covering a total area of 430,861 ha. The reservation is under the management of the National Irrigation administration (NIA) by the virtue of LOI 1002. However, through a Memorandum of Agreement between NIA and NPC, a total of "4300 ha" were given to NPC for its management and development.