



Republic of the Philippines  
**METRO KIDAPAWAN WATER DISTRICT**  
 Lanao, Kidapawan City  
 Tel nos. (064)577-1533, 577-1865, Fax no. (064) 572-5555  
 E-mail Address: [metrokidapawan\\_wd@yahoo.com](mailto:metrokidapawan_wd@yahoo.com)  
 Website: [www.metrokidapawanwd.gov.ph](http://www.metrokidapawanwd.gov.ph)  
**"Committed to Service, Development and Self-Reliance"**



ISO 9001:2015 Certified  
 Cert. No. 66478

### TERMS OF REFERENCE

<b>PURPOSE</b>	(For Projects, Please Indicate Account Name and Purpose) MUAAN RESERVOIR PUMPING STATION		
<b>PARTICULARS</b>	<input type="checkbox"/> PR <input checked="" type="checkbox"/> O No.:	<b>Date:</b>	August 7, 2018

ITEMS, SPECIFICATIONS, AND DESCRIPTIONS	
<b>ITEM 1</b>	1 lot- Load Side Electrical Installation
<b>SPECIFICATIONS:</b>	
1.) Labor and Materials	e. 2 sets- Secondary Rack 3 Phase
2.) 2 Electrician and 2 Laborers	f. 1 set- Steel Pole welded 100mm sched 40
3.) As Build Plans and Blue Prints	g. 3 pcs- Split Bolt #150mm
4.) Proper dress code must be observed	h. 3 rolls- Rubber Tape #15
5.) Time-in 8:00am, time-out 5:00pm	i. 15 mtrs- Conduit #2 1/2
6.) Tools will be provided by Contractor	j. 1 set- Circuit Breaker 300 amp 3 phase 240 volts w/ enclosure
7.) 10% retention of contract amount will be released after 1 month of final inspection and turnover activities	k. 3 rolls- Electrical Tape
8.) Any alterations of designs must be approved by Project Facilitator	l. 1 pc- RSC Nipple #2 1/2 x 8 inch
9.) Included Materials:	j. 5 pcs- Lock nuts with Bushing #2 1/2
a. 25 mtrs- Wire THWN #150mm2	k. 3 pcs- Terminal Lug #150mm
b. 120 mtrs- Wire #80mm2	l. 2 mtrs- Circular Loom #1"
c. 15 mtrs- RSC Pipe #2 1/2	
d. 1 pc- Entrance Cap #2 1/2	

**Note:** For more than 6 items attach separate TOR Form. For More specifications attach necessary supporting document/s.

<b>SOURCE OF FUND</b>	<b>APP/PPMP Item No.:</b>	N/A
	<b>Account No.:</b>	MKWD Equity to LWUA

<b>MODES AND TERMS OF PAYMENT</b>	Within 90 working days, per accomplishment
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REQUIRED SERVICES	
<input type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation	Others specify:

<b>REQUIRED CERTIFICATIONS/ PERMITS</b>	N/A
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<b>QUALIFICATIONS</b>	With previous contract with COTELCO projects
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<b>AREA OF DELIVERY</b>	Muaan Reservoir, Barangay Muaan, Kidapawan City
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<b>DATE OF DELIVERY</b>	N/A
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<b>TIME OF DELIVERY</b>	N/A
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<b>WARRANTY PERIOD</b>	N/A
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<b>RETENTION</b>	<b>Amount:</b>	10% of Amount
	<b>Duration:</b>	1 month

<b>TAX INCLUSIVE</b>	
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OTHER CONDITIONS AND CONSTRAINTS	

Prepared by:	Reviewed by:
 <b>ESMERALDO P. DAGAN, MBA</b> Division Manager A	 <b>MYRNA R. VICTORIA, MBA</b> Department Manager A
Noted by:	Approved/Disapproved by:
 <b>WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA</b> Material Standards Committee Chairman	 <b>STELLA M. GONZALES, MPS</b> General Manager



**REQUEST FOR QUOTATION**

PR No. : \_\_\_\_\_

JO No. : 0818-0010

DATE : \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Business Permit No: \_\_\_\_\_

TIN No.: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this Request for Quotation. Submit your quotation duly signed by you or your duly authorized representative not later than AUGUST 15, 2018.

Procurement Assistant A

After having carefully read and accepted the Terms and Conditions below, I/we submit our quotation/s for the item/s as follows:

ITEM #	ITEM DESCRIPTION	Approved Budget of the contract	OFFER						REMARKS
			PRICE				Compliance with technical specifications		
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO	
	PhP: <u>180,000.-</u> 1 LOT LOAD SIDE ELECTRICAL INSTALLATION FOR MUAN PUMPING STATION  1. LABOR AND MATERIALS 2. TWO (2) ELECTRICIANS AND TWO (2) LABORERS 3. AS BUILD PLANS AND BLUE PRINT 4. PROPER DRESS CODE MUST BE OBSERVED 5. TIME IN 8:00AM - TIME OUT 5:00PM 6. TOOLS WILL BE PROVIDED BY THE CONTRACTOR 7. 10% RETENTION OF CONTRACT AMOUNT WILL BE RELEASED AFTER 1 MONTH OF FINAL INSPECTION AND TURNOVER ACTIVITIES 8. ANY ALTERATIONS OF DESIGNS MUST BE APPROVED BY THE PROJECT FACILITATOR 9. MATERIALS INCLUDES: A.) 25 METERS- WIRE THWN #150MM2 B.) 120 MTRS - WIRE #80MM2 C.) 15 MTRS - RSC PIPE #2 1/2 D.) 1 PC -ENTRANCE CAP # 2 1/2 E.) 2 SETS - SECONDARY RACK 3 PHASE F.) 1 SET - STEEL POLE WELDED 100MM SCHED 40 G.) 3 PCS - SPLIT BOLT #150MM H.) 3 ROLLS RUBBER TAPE #15 I.) 15 MTRS - CONDUIT #2 1/2 J.) 1 SET- CIRCUIT BREAKER 300 AMP 3					<input type="checkbox"/>	<input type="checkbox"/>		

**TERMS AND CONDITIONS:**

- The mode of payment is within six (6) months.
- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any at all times except for one (1) lot requisition.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- Price quotation/s, to be dominated in Philippine peso shall include all taxes, duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (consulting services) which complies with the minimum technical specifications and other terms.
- Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- The item/s shall be delivered within 5 (5) days from receipt of Purchase Order/Job Order Contract, Notice of Award (NOA) and Notice to Proceed (NTP). The awardee shall notify two (2) days before its delivery of goods and services.
- The MKWD shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MKWD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.



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\_\_\_\_\_  
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			PRICE				Compliance with technical specifications		
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO	
	PHASE 240 VOLTS W/ ENCLOSURE K.) 3 ROLLS- ELECTRICAL TAPE L.) 1 PC - RSC NIPPLE # 2 1/2 X 8 INCH M.) 5 PCS - LOCK NUTS WITH BUSHING # 2 1/2 N.) 3 PCS - TERMINAL LUG #150MM O.) 2 MTRS - CIRCULAR LUM #1 INCH	PhP: <u>120,000.00</u>							

GRAND TOTAL: \_\_\_\_\_

Signature Over Printed Name: \_\_\_\_\_

Contact Number (Landline/Cellphone)/Email Address \_\_\_\_\_

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