



REQUEST FOR QUOTATION

PR No. : _____

DATE : _____

JO No. : 0721-0004

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 _____, 2021.

 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							
			PRICE				Compliance with technical specifications		REMARKS	
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO		
	PhP: 233,000.00									
	1 LOT LABOR AND MATERIALS FOR THE INSTALLATION OF ELECTRICAL SERVICE LINE CONNECTION LOAD SIDE TRANSFORMER AT MANUBUAN GROUND WATER SOURCE SEE ATTACHED TOR SPECIFICATIONS						<input type="checkbox"/>	<input type="checkbox"/>		

GRAND TOTAL: _____

 Signature Over Printed Name:

 Contact Number (Landline/Cellphone)/Email Address

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 ____ () 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.



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
 Website: www.metrokidapawanwd.gov.ph
"Committed to Service, Development and Self-Reliance"



TERMS OF REFERENCE

PURPOSE	INSTALLATION OF SERVICE CONNECTION LOAD SIDE FOR THE ELECTRIFICATION OF MANUBUAN GROUND WATER SOURCE		
PARTICULARS	<input type="checkbox"/> PR <input checked="" type="checkbox"/> JO No.:	<i>071-0004</i>	Date: June 18, 2021

ITEMS, SPECIFICATIONS, AND DESCRIPTIONS

ITEM 1 1-lot Hiring of Contractor for the Installation of Service Connection-Load Side for Manubuan Ground Water Source

SPECIFICATIONS:

- 1 **1-lot Materials and Labor Contractor**
 - 1.1 Accredited or Registered Electrician from COTELCO
 - 1.2 Materials and Quality workmanship must be in accordance with the Electrical Code of the Philippines
 - 1.3 OSHS Requirements and standards should be observed at all times
- 2 **Scope of Works:**
 - 2.1 Lay-out and site preparation
 - 2.2 Service entrance wiring installation from COTELCO Transformer Load Side to Power Room main breaker
 - 2.3 Electrical Plan signed and sealed and provide 6-sets of Electrical plan with Load computation & circuit analysis
 - 2.4 Application and securing of Electrical Permit
 - 2.5 Restoration
All works must be accomplished in conformance to Philippine Electrical Code

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

SOURCE OF FUND	APP/PPMP Item No.:	
	Account No.:	LWUA-Equity

MODES AND TERMS OF PAYMENT	Within 120 days upon completion & acceptance
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REQUIRED SERVICES	
<input type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation	Others specify:

REQUIRED CERTIFICATIONS/ PERMITS	Accreditation from COTELCO
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QUALIFICATIONS	Accredited Master Electrician/Certified Electrician or Electrical
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AREA OF DELIVERY	Brgy. Manubuan, Matalam, Cotabato
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DATE OF DELIVERY	15 Days upon issuance of NOA, NTP & Contract
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TIME OF DELIVERY	n/a
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WARRANTY PERIOD	3-months
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RETENTION	Amount:	10% of contract amount
	Duration:	3-months

TAX INCLUSIVE	7% for VAT Registered or 5% Non-VAT Registered
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OTHER CONDITIONS AND CONSTRAINTS

The contractor to give notice three (3) days prior to project initiation.

Prepared by: <i>[Signature]</i> GUILHERMO B. BACLAYON Division Manager A	Reviewed by: <i>[Signature]</i> ROSAURO O. DAGA, MBA Department Manager A
Noted by: <i>[Signature]</i> WILSPER LISANDRO M. ALQUEZA, CE/RMP/MBA Material Standards Committee Chairman	Approved/Disapproved by: <i>[Signature]</i> STELLA M. GONZALES, MPS General Manager