

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF VARIOUS SIZES HIGH AMPERAGE ELECTRICAL CABLE WIRES FOR GENERATOR SETS OF PMO-NO/S

SECTION 1: BACKGROUND

The Philippine Ports Authority, Port Management Office – Negros Oriental/Siquijor (PPA, PMO-NOS), has identified the necessity of procuring various sizes of high amperage electrical cable wires for generator sets. Pursuant to the 2016 Revised Implementing Rules and Regulations (IRR) of RA 9184, procurement of cable wires with Approved Budget for Contract (ABC) amounting to Two Million Seven Hundred Thirty Nine Thousand Nine Hundred Seventy Nine Pesos and 20/100 (Php 2,739,979.20) can be done through Competitive Bidding.

SECTION 2: PURPOSE/OBJECTIVES

PPA, PMO-NO/S is seeking proposals from competent and eligible bidders/suppliers to supply and deliver cable wires of various sizes for generator sets of PMO-NO/S and its terminal offices.

SECTION 3: QUALIFICATIONS

The following shall be eligible to participate in the bidding for the supply of goods/services:

- a.) Duly licensed Filipino citizens/sole proprietorships;
- b.) If a partnership, duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
- c.) If a corporation, duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
- d.) If a cooperative, duly organized under the laws of the Philippines.

SECTION 4: APPROVED BUDGET FOR THE CONTRACT (ABC)

PPA, PMO-NOS shall offer to all prospective bidders the contract for the supply and delivery of various cable wires for generator sets. The price quotation shall not exceed the Approved Budget for the Contract (ABC) amounting to Two Million Four Hundred Forty Six Thousand and Four Hundred Ten Pesos Only, (PHP 2,446,410.00) inclusive of 12% VAT and all other applicable government taxes and charges.

SECTION 5: TECHNICAL SPECIFICATIONS

Materials:

No.	ITEM DESCRIPTION	Specifications	QUANTITY
1	95 sq.mm. High Amperage Electrical Cable Wire	Double Shielded/Double Insulated Cable; 384 Amperes	690.00 L.M.
2	70 sq.mm. High Amperage Electrical Cable Wire	Double Shielded/Double Insulated Cable ; 308 Amperes	306.00 L.M.
3	50 sq.mm. High Amperage Electrical Cable Wire	Double Shielded/Double Insulated Cable ; 252 Amperes	765.00 L.M.

SECTION 6: TERMS OF DELIVERY / DELIVERY SCHEDULE

The purchase of the cable wires shall commence upon receipt of the purchase order. The delivery terms shall be 30 calendar days upon receipt of purchase order.

SECTION 7: SELECTION CRITERIA

The project shall be awarded to the Single/Lowest Calculated Responsive Bidder (S/LCRB).

SECTION 8: SUBMISSION, RECEIPT, MODIFICATION AND WITHDRAWAL OF BIDS

- i. Bidders shall submit their bid proposal through their duly authorized representative.
- ii. Bid proposal shall contain the following documents:

Checklist of Eligibility & Technical Component for Bidders

The Eligibility and Technical Component shall contain one (1) Original and Two (2) Duplicate Copies of the following:

ELIGIBILITY DOCUMENTS

Class A Documents

- ☐ Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives;
- ☐ Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
- ☐ Certificate of PhilGEPS Registration;
- ☐ Tax Clearance Certificate;
- ☐ Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any;
- ☐ Statement of single largest completed contract similar in nature to the contract to be bid (government and/or private contracts).
- ☐ Audited financial statements, showing, among others, the prospective total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
- ☐ Net Financial Contracting Capacity (NFCC) in accordance with ITB Clauses 5.5.

- Computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC to be bid, calculated as follows (SF-INFR-19):

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract for this Project.

The values of the bidder’s current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS);

Class B Documents

- ☐ Valid joint If applicable, valid Joint Venture Agreement (JVA) or, in lieu thereof, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid.

TECHNICAL DOCUMENTS

- ☐ Bid Security

Bid Securing Declaration, or any form of Bid Security, in an amount not less than the required percentage of the ABC in accordance with the following schedule;

Form of Bid Security	Amount of Bid Security (Equal to Percentage of the ABC)
(a) Cash or cashier’s/ manager’s check issued by a Universal or Commercial Bank.	Two percent (2%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(© Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%)

The bid security shall be accompanied by Official Receipt and Certification from an authorized Insurance Commission.

- ☐ Duly signed, conformed and completed Technical Bid Form (Annex D);
- ☐ Schedule of Requirements (Section VI);
- ☐ Notarized Affidavit of Undertaking for the Project's Terms of Reference;
- ☐ Product Brochure and/or Technical Data Sheets for the brand and model number of the High Amperage Cable Wires;
- ☐ Certificate of Distributorship;
- ☐ Certificate of Manufacturer; and
- ☐ Duly Notarized and accomplished Omnibus Sworn Statement in accordance with Section 25.3 of the Revised IRR of RA 9184

FINANCIAL DOCUMENTS

Financial Bid Forms (Annex A). Bidder must use, accomplish and submit Financial Bid Form (Annex B) and Detailed Financial Bid Form (Annex C).

- iii. Bids shall remain valid for the period not exceed Thirty (30) calendar days from the date of the opening of bids.
- iv. Bids shall be received by the BAC on the date, time and place specified in the Request for Quotation.
- v. Bids submitted after the deadline shall not be accepted by the BAC.
- vi. A bidder may modify its bid, provided that this is done before the deadline for the submission and receipt of bids.
- vii. A bidder may, through a letter, withdraw its bid before the deadline for the receipt of bids. Withdrawal of bids after the applicable deadline shall be subject to appropriate sanctions as prescribed in the IRR of R.A. 9184

SECTION 9: LIQUIDATED DAMAGES

When the supplier fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/services scheduled for delivery for every day of delay until such goods are finally delivered and accepted by PPA, PMO-NO/S. Such amount shall be deducted from any money due or which may become due to the supplier.

SECTION 10: TERMS, CONDITIONS AND SCHEDULE OF PAYMENTS

- i. Onetime payment shall be made only upon a certification by the representative of the procuring entity to the effect that the scope of work has been rendered and/or completed in accordance with the terms of this contract and have been duly inspected and accepted.
- ii. Payment shall be made promptly by PPA, PMO-NOS.
- iii. Payment shall be made Five (5) working days after receipt of completed required documents.

iv. The request(s) for payment shall be made to PPA, PMO-NOS in writing, accompanied by an invoice describing, as appropriate, the output/report delivered and/or Services performed, and by submission of other required documents and obligations stipulated in the Contract.

