



INVITATION FOR SUBMISSION OF QUOTATION

(SMALL VALUE PROCUREMENT)

1. The Philippine Ports Authority, PMO – Neg. Occ./Bacolod/Banago/Bredco, through its Bids and Awards Committee (BAC), invites interested suppliers/dealers to submit price quotations for the following Small Value Procurement of Goods:
 - a. Name of Project : SUPPLY, DELIVERY OF PURIFIED DRINKING WATER FOR PMO-NBB
(Estimated more or less 2,160 containers with a net weight of 5 gal per container- round type)
(See attached Terms of Reference)
 - b. Location : PPA- PMO-NBB, Banago Office, Bredco & Pulupandan Office
 - c. Delivery Period : March 1, 2020 to February 28, 2021
 - d. Approved Budget for the Contract (ABC) : **P 79,920.00**
 - e. Source of Fund : PPA Corporate Fund
 - f. Schedule of BAC-PG Activities:
 1. Advertisement - February 7 – February 17, 2020
 2. Issuance of RFQ - February 7 – February 17, 2020
 3. Deadline for Submission of RFQ - February 17, 2020(Monday) - 12:00NN
 4. Opening of RFQ - February 17, 2020 (Monday) - 1:00PM
2. Sealed Requests for Price Quotation (RPQs) shall be submitted to the Head Secretariat, Bids and Awards Committee (BAC) for Goods and Services on or before **12:00 noon February 17, 2020** which will be opened on the same day, **February 17, 2020 at 1:00 p.m.** at the Conference Room, PPA, Banago Port, Brgy. Banago, Bacolod City.
3. All quotations shall be inclusive of the applicable Value Added Tax (VAT) and shall be valid for a period of one (1) year from the deadline of submission of quotations. Bids received in excess of the ABC shall be automatically rejected at Bid Opening.

4. The project shall be awarded to the proponent determined to have submitted the complete and lowest quotation. Prospective bidders shall furnish the BAC a **Certified True Copy** of their **Valid and Current** documents together with the Price Quotation, to wit:
 - a. Business / Mayor's Permit
 - b. Phil-GEPS Registration/Number
 - c. BIR Income Tax Return/Tax Clearance Certificate
 - d. Omnibus Sworn Statement
5. Procurement will be conducted in consonance with Section 53.9 the Revised Implementing Rules and Regulations Part A (IRR-A) of Republic Act 9184 (R.A. 9184), otherwise known as the "Government Procurement Reform Act". Only sealed bids/canvass from eligible bidders will be opened and a contract will only be awarded to the Lowest Calculated and Responsive Bidder who will be determined as such during post-qualification.
6. The Philippine Ports Authority, PMO – Neg. Occ./Bacolod/Banago/Bredco reserves the right to reject any Bid/RPQ at any time prior to award of the project without thereby incurring any liability to the affected proponents and waive any minor defects therein, and to accept quotation as may be considered advantageous to the government

For further information, please refer to:

MR. ZEDRIC TURTOGO / MS. MONA LIZA G. VILLARAN
BAC- PG - Secretariat
Philippine Ports Authority, PMO – Neg. Occ./Bacolod/Banago/Bredco
Banago Port, Brgy. Banago, Bacolod City
Tel #: (034)441-1225/ 441-1041/ 441-3124


RICHE A. VILLASANA
BAC Chairperson

PPA & PhilGEPS Website: February 7, 2020 to February 17, 2020
PPAs Conspicuous Places : February 7, 2020 to February 17, 2020

TERMS AND CONDITIONS

FOR THE SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER FOR PPA, PMO-NEGROS OCCIDENTAL/BACOLOD/BANAGO-BREDCO FOR ONE (1) YEAR (PERIOD COVERED MARCH 1, 2020 TO FEBRUARY 28, 2021)


1. SCOPE OF WORK

- 1.1 The Supplier shall supply and deliver more or less 2,160 containers of five (5) gal Purified Drinking Water to PPA PMO-NBB, Banago Port, Brgy. Banago, Bacolod City;
- 1.2 Delivery schedule per week is more or less 45 containers;
- 1.3 Delivery should be at Banago Port, Brgy. Banago, Bacolod City;
- 1.4 The contract will start on March 1, 2020 to February 28, 2021;


2. OBLIGATIONS AND RESPONSIBILITIES

- 2.1 Delivered Purified Drinking Water shall undergo a random water test by a reputable and accredited testing laboratory that is selected by PPA, witnessed by the authorized PPA personnel at the supplier's account and submit the results of the test to the Authority. Otherwise, the supplier shall be compelled to recall and replace all delivered water;
- 2.2 Supplier must ensure that plastic containers used in the delivery of purified drinking water is sealed, free of dirt, in good form and with supplier's name;
- 2.3 Supplier shall provide one (1) unit of Hot & Cold water dispenser during maintenance;
- 2.4 Maintenance cost of water dispensers owned by PPA shall be for the account of PPA;
- 2.5 Supplier will conduct a quarterly sanitation activity of all water dispensers;
- 2.6 Delivery Receipt of the supplier shall be received by the duty personnel and original copy be forwarded to the GSO on the same day for recording & reconciliation purposes;
- 2.7 The Supplier will Bill the Authority through Statement of Account monthly on the actual delivery of purified drinking water;
- 2.8 The Authority will prepare a Purchase Order and Inspection and Acceptance Report for Supplier's acknowledgement and conformity;
- 2.9 PPA shall pay the Supplier monthly within ten (10) days upon receipt of the Statement of Account.

Recommending Approval:


REYNALDO T. HINAUT
Admin Manager

Approved by:


LOVEN S. SERRAN
Acting Port Manager.