

TERMS OF REFERENCE

PROCUREMENT OF SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER AT BASEPORT LAMAO, LIMAY, BATAAN, PORT CAPINPIN, ORION, BATAAN AND MARIVELES COLLECTION UNIT (MCU) MARIVELES, BATAAN

I. RATIONALE

1. This Terms of Reference is prepared to guide supplier or service provider in the procurement of purified drinking water at Baseport Lamao, TMO-Capinpin and Mariveles Collection Unit (MCU)
2. This is in consistent with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.

II. OBJECTIVE

To procure a qualified service provider for the Supply and Delivery of Purified Drinking Water for a period of twelve (12) months through the Negotiated Procurement (Small Value Procurement) in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

III. APPROVED BUDGET FOR CONTRACT

The Approved Budget for the Contract is **P40.00 for a 5-Gallon Container of Purified Drinking Water.**

IV: OBLIGATIONS OF THE PARTIES

A. The SUPPLIER shall:

1. Supply 100 containers or more (5-gallon container per week) of purified drinking water for twelve (12) months. The quantity shall be adjusted according to the monthly needs of PMO Bataan/Aurora.

RC	5-Gallon Container/Week	Dispenser
Baseport Lamao	80	14
TMO-Capinpin	10	3
MCU	10	1

2. Deliver and pick-up the water containers three times per week (Monday, Wednesday and Friday) or as may be required by PMO Bataan/Aurora upon reasonable prior notice.
3. Provision/Free use of eighteen (18) units Hot and Cold Water Dispenser in good conditions and additional dispenser/s upon request of PPA PMO Bataan/Aurora.
4. Provide training for the maintenance and cleaning of water dispenser and in case of damage/defective dispensers, provide replacement of units within twenty four (24) hours from notice.
5. Replacement of the 5-gallon container mineral water in case of unpleasant taste/odor.
6. Provide gallons without dent, scratches and other visible damage.

7. The supplier shall send Statement of Account for the purified water consumption every 15th and 30th of the month.

B. The PPA PMO-BATAAN/AURORA shall:

1. In consideration of the purchases that have been made, the PPA shall pay the SUPPLIER in the form of Company's Check;
2. All transactions are subject to applicable withholding of creditable Value Added Tax (VAT);

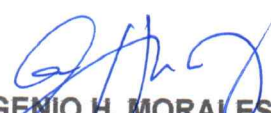
V: DOCUMENTARY REQUIREMENTS

1. Valid Mayor's Permit.
2. PhilGEPS Registration Number.
3. Omnibus Sworn Statement (GPPB-issued format).
4. Sanitary Permit from the City/Municipal Health Office.
5. Latest Test Analysis Report from a DOH-accredited laboratory/testing center.
6. Health Card IDs of all personnel working in the water station issued by any Government instrumentalities.
7. List of personnel working in the water station.

VI: EFFECTIVITY

This agreement shall be for a period of twelve (12) months and shall take effect upon receipt of Notice to Proceed.

Prepared by:


EUGENIO H. MORALES JR
Chief Safety Officer

Reviewed by:


NATHALIE I. MACING
Acting Administrative Division Manager

Recommended by:


CHARMAINE B. SANCHEZ
Chairperson, BAC

Approved by:


NIÑO PAOLO M. BISCOCHO
Acting Port Manager