



**REQUEST FOR QUOTATION**

PR No. : 0921-029

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

JO No. : \_\_\_\_\_

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					REMARKS	
			PRICE				Compliance with technical specifications		
			QTY.	UNIT	UNIT PRICE	TOTAL	YES		NO
	PhP: <u>99,400.00</u>								
1	ALUMINUM CHLOROHYDRATE (ACH) ((LIQUID FORM, CONTAINER MUST BE 20 LITERS CAPACITY))		420.00	LITER			<input type="checkbox"/>	<input type="checkbox"/>	
2	SODA ASH ((POWDER FORM, 40-50 KG WEIGHT PER BAG))		350.00	KG			<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 ~~seven (7)~~ **seven (7)** 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.water@ncc.gov.ph](mailto:metrokidapawan.water@ncc.gov.ph)  
 Website: [www.metrokidapawanwd.gov.ph](http://www.metrokidapawanwd.gov.ph)  
**"Committed to Service, Development and Self-Reliance"**  
 OFFICE OF THE ASSISTANT GENERAL MANAGER FOR OPERATIONS



### TERMS OF REFERENCE

<b>PURPOSE</b>	Fof Clarifier Facility Operation		
<b>PARTICULARS</b>	<input checked="" type="checkbox"/> PR <input type="checkbox"/> JO No.:	0921-029	Date: September 14, 2021

ITEMS, SPECIFICATIONS, AND DESCRIPTIONS	
<b>ITEM 1: ALUMINUM CHLOROHYDRATE (ACH)</b> SPECIFICATIONS: 1 ACH 420 liters 2 Liquid Form 3 Container must be 20 liters capacity	<b>ITEM 2: SODA ASH</b> SPECIFICATIONS: 1 Soda Ash 350 kilos 2 Powder Form 3 40-50 kilograms weight per bag
<b>ITEM 3: N/F</b> SPECIFICATIONS: 1 2 3	<b>ITEM 4: N/F</b> SPECIFICATIONS: 1 2 3

*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>	
	<b>Account No.:</b>	LWUA-ADB Equity

<b>MODES AND TERMS OF PAYMENT</b>	60 days after issuance IAR
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REQUIRED SERVICES	
<input checked="" type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation	Others specify:

<b>REQUIRED CERTIFICATIONS/ PERMITS</b>	Bussiness Permit
<b>QUALIFICATIONS</b>	PhilGEPS Registration

<b>AREA OF DELIVERY</b>	Metro Kidapawan Water District Compound, Manongol, Kidapawan City
<b>DATE OF DELIVERY</b>	Monday-Friday
<b>TIME OF DELIVERY</b>	9:00 am - 4:00 pm

<b>WARRANTY PERIOD</b>	n/a
<b>RETENTION</b>	<b>Amount:</b> n/a
	<b>Duration:</b> n/a
<b>TAX INCLUSIVE</b>	YES

OTHER CONDITIONS AND CONSTRAINTS
1 Items with damage packaging, expired and didn't met the specifications will be subject for replacement. 2 Replacement of item will be the suppliers concern and MKWD will have no any financial and any other obligation including its transportation.

<b>Prepared by:</b>	<b>Reviewed by:</b>
<b>WINIFREDO D. CENIZA, JR.</b> Acting Division Manager, A-WRD	<b>ENGR. ELBEN S. BAQUIPA, MBA</b> Department Manager, WRPD
<b>Noted by:</b>	<b>Approved/Disapproved by:</b>
<b>WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA</b> Material Standards Committee Chairman	<b>STELLA M. GONZALES, MPS</b> General Manager