



Republic of the Philippines
METRO KIDAPAWAN WATER DISTRICT
 Lanao, Kidapawan City
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 Website: www.metrokidapawanwd.gov.ph
"Committed to Service, Development and Self-Reliance"



ISO 9001:2015 Certified
 Cert. No. 66478

TERMS OF REFERENCE

PURPOSE	INSTALLATION OF LOAD SIDE CONNECTION - SERVICE ENTRANCE FOR THE ELECTRIFICATION OF MAGSAYSAY WATER IMPOUNDING STRUCTURE		
PARTICULARS	<input type="checkbox"/> PR	JO No.: 0222 - 0023	Date: February 2, 2022

ITEMS, SPECIFICATIONS, AND DESCRIPTIONS

ITEM 1 1-lot Hiring of Contractor for the Installation of Service Connection-Load Side for Magsaysay Water Impounding Structure

SPECIFICATIONS:	<p>1 1-lot Materials and Labor Contractor</p> <p>1.1 Accredited or Registered Electrician from COTELCO</p> <p>1.2 Materials and Quality workmanship must be in accordance with the Electrical Code of the Philippine</p> <p>1.3 OSHS Requirements and standards should be observed at all times</p> <p>2 Scope of Works:</p> <p>2.1 Lay-out and site preparation</p> <p>2.2 Service entrance wiring installation from COTELCO Transformer Load Side to Power Room</p> <p>2.3 Installation of 1-unit 400 Amp 3-Phase 480v Main Circuit Breaker, Industrial</p> <p>2.4 Installation of 1-unit Step Down Transformer 480x240v Dry Sealed Type with breaker & panel board</p> <p>2.5 Electrical Plan signed and sealed and provide 6-sets of Electrical plan with Load computation & circuit analysis</p> <p>2.6 Application and securing of Electrical Permit</p> <p>2.7 Restoration Works</p> <p>All works must be accomplished in conformance to Philippine Electrical Code and existing COTELCO Standard Installation</p>
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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.: LWUA-Equity
	Account No.: LWUA-Equity

MODES AND TERMS OF PAYMENT Within 60 days upon completion & acceptance

REQUIRED SERVICES	Others specify:
<input type="checkbox"/> Free Delivery	
<input type="checkbox"/> Free Product Demonstration	
<input type="checkbox"/> Free Installation	

REQUIRED CERTIFICATIONS/ PERMITS	Accreditation from COTELCO, Business Permit, PhilGEPS Registration
QUALIFICATIONS	With Accredited Master Electrician/Certified Electrician or Electrical Engineer

AREA OF DELIVERY Brgy. Poblacion, Kidapawan City

DATE OF DELIVERY 15 Days upon issuance of NOA, NIP & Contract

TIME OF DELIVERY n/a

WARRANTY PERIOD 2-Months after energization

RETENTION **Amount:** 10% of contract amount

Duration: 2-months

TAX INCLUSIVE 7% for VAT Registered or 5% Non-VAT Registered

OTHER CONDITIONS AND CONSTRAINTS

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

Prepared by:	Reviewed by:	
GUILLERMO B. BACLAYON Division Manager A	MYRNA R. VICTORIA, MBA Department Manager A	
Noted by:	Approved/Disapproved by:	



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REQUEST FOR QUOTATION

PR No. : _____
 JO No. : 0222-0023
 Name of Company: _____
 Address: _____
 Business Permit No: _____
 TIN No.: _____

DATE : _____

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 _____, 2022.

 JERRY P. MORENO
 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 PRICE	TOTAL	YES	
	1 LOT HIRING OF CONTRACTOR FOR THE INSTALLATION OF SERVICE CONNECTION -LOAD SIDE FOR MAGSAYSAY WATER IMPOUNDING STRUCTURE	Php: _____					
	SEE ATTACHED TERMS OF REFERENCE						

GRAND TOTAL: _____

Signature Over Printed Name: _____

Contact Number (Landline/Celiphone)/Email Address _____

Please submit the following requirements:

- Mayor's Permit
- Professional License/Curriculum (Consulting Services)
- Philgeps Registration Number
- PCAB License (Infra)
- Income Business Tax Return
- Omnibus Sworn Statements

OTHER TERMS AND CONDITIONS:

1. The mode of payment is within Six (6) months Three (3)months Two (2)months One (1)month.
2. Bidders shall provide correct and accurate information required in this form.
3. Bidders may quote for any at all times except for one (1) lot requisition.
4. Price quotation/s must have:
 - validity - Thirty (30) Calendar days
 - inclusion of tax
 - Quotations exceeding the Approved Budget for the Contract shall be rejected.
 - Award of contract shall be made to the lowest quotation (for goods and services)
 - Erasures or overwriting is not allowed unless signed by duly authorized representative/s.
5. The item/s shall be delivered within ~~thirteen~~ **(15)** days / months from receipt of Notice to Proceed (NTP) with Purchase Order & Notice of Award (NOA) and Job Order Contract & Notice of Award (NOA).
6. The awardee shall notify two (2) days before its delivery of goods and services.
7. The MKWD shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
8. 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.