



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_wd@yahoo.com
 Website: www.metrokidapawanwd.gov.ph



ISO 9001:2015 Certified
 Cert. No. 66478

TERMS OF REFERENCE

PURPOSE		FOR UPGRADING OF ELECTRIFICATION OF KALAIKAN WATER IMPOUNDING STRUCTURE PROJECT.	
PARTICULARS		<input checked="" type="checkbox"/> PR <input type="checkbox"/> O No.: 0222 - 075	Date: February 18, 2022
ITEMS, SPECIFICATIONS, AND DESCRIPTIONS			
ITEM 1) 3-UNITS TRANSFORMER 50KVA		ITEM 2) 6-PCS TRANSFORMER HANGER	
SPECIFICATIONS: 1 TRANSFORMER 50KVA, Primary Volts 7620-13200v, Secondary Volts 240-480v, Double bushing, conventional and Silicon Core, External Tap Changer, Country of Origin: Korea, USA or Europe With Warranty Certificate and Certificate of Non-		SPECIFICATIONS: 1 TRANSFORMER HANGER FOR 3-UNITS TRANSFORMER Hanger Transformer Bracket	
ITEM 3) 3-PCS CONNECTOR HOTLINE CLAMP 336.4-RUN		ITEM 4) 3-PCS CUT-OUT ARRESTER W/ LIGHTING ARRESTER	
SPECIFICATIONS: 1 CONNECTOR HOTLINE CLAMP 336.4-RUN, 3/0-6 TAP		SPECIFICATIONS: 1 CUT-OUT ARRESTER WITH LIGHTING ARRESTER, 15KV, Class 100	
ITEM 5) 3-PCS FUSELINK, 6 Ampere, Universal,		ITEM 6)	
SPECIFICATIONS: 1 FUSELINK, 6 Ampere, Universal, Bottom Head, Type K 100:5.		SPECIFICATIONS: 1	
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		30 Days upon Delivery	
REQUIRED SERVICES			
<input checked="" type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation		Others specify:	
REQUIRED CERTIFICATIONS/ PERMITS		Business Permit, Omnibus Sworn Statement	
QUALIFICATIONS		PhilGEPS Registered COTELCO Accredited Supplier	
AREA OF DELIVERY		MKWD, Lanao Kidapawan City	
DATE OF DELIVERY		15 Days upon receipt of PO	
TIME OF DELIVERY		8:00 am -5:00 pm	
WARRANTY PERIOD		1-Year Warranty	
RETENTION		Amount:	N/A
		Duration:	N/A
TAX INCLUSIVE		Yes	
OTHER CONDITIONS AND CONSTRAINTS			
The supplier shall give notice five (5) days upon delivery of special equipment.			
Prepared by:		Reviewed by:	
 GUILLERMO B. BACLAYON Division Manager A		 MYRNA R. VICTORIA, MBA Department Manager A	
Noted by:		Approved/Disapproved by:	
 Approved/Disapproved by:		 Approved/Disapproved by:	



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 "Committed to Service, Development and Self-Reliance"



REQUEST FOR QUOTATION

PR No. : 0222-035

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 _____, 2022.

 JIMMY 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	
			QTY.	UNIT	UNIT PRICE	TOTAL		Compliance with technical specifications		
						YES	NO	YES		NO
	PhpP: _____	0.00								
1	TRANSFORMER 50KVA ((SEE ATTACHED TOR))		3.00	UNIT	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>		
2	TRANSFORMER HANGER ((SEE ATTACHED TOR))		6.00	PCS	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>		
3	CONNECTOR HOTLINE CLAMP ((SEE ATTACHED TOR))		3.00	PCS	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>		
4	CUT-OUT ARRESTER WITH LIGHTING ARRESTER ((SEE ATTACHED TOR))		3.00	PCS	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>		
5	FUSELINK, 6AMPRE, UNIVERSAL ((SEE ATTACHED TOR))		3.00	PCS	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>		

GRAND TOTAL: _____

Signature Over Printed Name: _____

Contact Number (Landline/Cellphone)/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
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and services)
7. Erasures or overwriting is not allowed unless signed by duly authorized representative/s.
8. The item/s shall be delivered within Fifteen (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).

9. The awardee shall notify two (2) days before its delivery of goods and services.
10. The MKWD shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
11. 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