

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2022-01-005 RFQ No.: 2022-01-071  
End-user: BGMS Date: FEB 07 2022  
Name of Project: UPGRADING OF ELECTRICAL CAPACITY OF SECRETARY'S COTTAGE AND TRAINING CENTER ABC: ₱876,639.65

Mode of Procurement: SMALL VALUE PROCUREMENT

Sir/Madam: \_\_\_\_\_

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at [bacsec.car@dswd.gov.ph](mailto:bacsec.car@dswd.gov.ph) on or before FEB 11 2022 12:00PM.

ENRIQUE H. GASCON JR.  
OIC-ARDA/BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For total quoted price, quotations with a dash or zero shall be deemed free of charge.
3. All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
4. The Procuring Entity may give due preference to goods being offered with green component.
5. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is **as indicated** in the next page.
7. Price validity shall be for a period of **120 calendar days** from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier.
8. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
  - a. **Updated Mayor's / Business Permit**
  - b. **PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)**
  - c. **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
  - d. **Official Receipt issued by BIR( a mere picture of the receipt can suffice)**
9. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.
10. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation shall be disqualified**.
11. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the **technical specifications** and the **terms and conditions** stated herein.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the **Omnibus Sworn Statement** prior to issuance of Award / Purchase Order with ABC amounting to **P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement**.
13. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR**.
14. **Liquidated damages equivalent to one tenth of one percent (0.001)** of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may 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.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address [bacsec.car@dswd.gov.ph](mailto:bacsec.car@dswd.gov.ph).

Republic of the Philippines  
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Cordillera Administrative Region  
40 North Drive, Baguio City

**REQUEST FOR QUOTATION (RFQ)**

LOT NO.	DETAILED DESCRIPTION	QUANTITY	UNIT	TOTAL
1	<b>UPGRADING OF ELECTRICAL CAPACITY OF SECRETARY'S COTTAGE AND TRAINING CENTER</b>			
	<b>TRANSFORMER REQUIREMENTS</b>	1	lot	
	Transformer, 75 KVA/23KV 240/120V			
	<b>PROTECTIVE DEVICES</b>	1	lot	
	Lightning Arrester, 18Kv, Ohio Brass			
	Fuse Cut-out, 23-27Kv, 100 Amps			
	Fuse Link, 6 Amps			
	<b>OTHER LINE HARDWARE</b>	50	mtrs	
	Connector Stirrup, 2/0-2/0			
	Conductor Bare Wire, #4/7 CU			
	Clamp Hot Line #2/0			
	<b>METERING REQUIREMENTS</b>	1	lot	
	Connector Compression, YHO 150			
	Connector Compression, YHO 100			
	CT, 600V			
	CT Box, 3-holes			
	Electrical Tape			
	Meter Box, 3-Phase kwhm			
	Rsc Pipe, 1" Without Coupling			
	Rubber Tape, 3/4"x9 Yards			
	Straight Connector, 1"			
	Test Block, 10 Points			
	THHN Wire, #12/7			
	<b>KWH METER</b>	2	pcs	
	Multifunction Electronic KWHM, with Ethernet Communication Module			
	<b>LABOR</b>	1	lot	
	Conducting Assembly			
	Transformer Assembly			
	Miscellaneous Assembly			
	Metering Assembly			
	<b>OTHERS</b>	1	lot	
	<b>CONSTRUCTION SAFETY AND HEALTH</b>	1	lot	
	<b><i>OTHER REQUIREMENTS</i></b>	<b>COMPLIANCE</b> Place a check (✓) mark whether can comply or not, no check mark will mean non-compliance		<b>REMARKS</b>
		Can Comply	Cannot Comply	
	<b>Contractor's Qualification(s)</b>			
	a. Contractor shall be competent and experienced in the field of Electrical Construction with a minimum of two (2) years prior experience.	[ ]	[ ]	
	<b>Contractor's Working Hours</b>			
	a. All normal work for this contract shall be performed during normal daylight hours. Any exceptions will require the written approval of the assigned Officer/ BGMS Project Engineer.			
	b. If work is required overnight, the Contractor will be required to furnish safe, proper and sufficient lightning arrangement if necessary.			
	c. Work may be required on weekends/holidays to avoid interruptions in the Field Office operations.	[ ]	[ ]	
	<b>Contractor's Responsibilities</b>			
	a. Contractor shall submit own construction schedule within ten (10) working days after the receipt of Notice to Proceed;	[ ]	[ ]	
	b. Contractor / Service provider shall assign duly licensed Electrical Engineer from the start until completion stage;	[ ]	[ ]	
	c. Contractor / Service provider shall coordinate to the BGMS all the execution of works;	[ ]	[ ]	
	d. Contractor / Service provider shall provide warning signages,	[ ]	[ ]	
	e. Contractor / Service provider shall submit statement of works accomplished and progress photos as requirement of the billing request;	[ ]	[ ]	

Other Requirements				
a. All dimensions / level etc. indicated in the drawing plans are to be verified on the site;		[ ]	[ ]	
b. All materials is subjected for the approval of the end user / BGMS Project Engineer		[ ]	[ ]	
c. Any discrepancies, either between written dimensions and site dimensions shall be brought to the BGMS office before executing the works		[ ]	[ ]	
d. Project Duration: 20 calendar days		[ ]	[ ]	
<b>TOTAL PRICE</b>				

• Award shall be made per:

Lot basis

Total Quoted Price

**Note: NO GIFT ALLOWED.** Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.

Sir:

After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

**Signature of supplier/representative over printed name:** \_\_\_\_\_

**Name of Firm/Dealer/Contractor:** \_\_\_\_\_

*(This will be the name of the CHEQUE to be issued)*

**Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Contact Number/s:** \_\_\_\_\_

**PhilGEPS Registration Number:** \_\_\_\_\_

\_\_\_\_\_  
Name and Signature of Canvasser

 YUB/rda

REPUBLIC OF THE PHILIPPINES  
CORDILLERA ADMINISTRATIVE REGION

**Contract Reference Number:**

**Name of Project:**

Upgrading of Electrical Capacity of Secretary's Cottage and  
Training Center

**Location of the Project:**

Engineer's Hill, Baguio City

Standard Form Number SF-INFR-55

Revised On: August 11, 2004

**BILL OF QUANTITIES**

Columns 1, 2, 3 & 4 are to be filled up by the Procurement Entity				Columns 5 & 6 are to be filled by the bidders	
ITEM NO. 1	ITEM DESCRIPTION 2	UNIT 3	QTY. 4	UNIT PRICE (PESOS) 5	AMOUNT (PESOS) 6
1	TRANSFORMER REQUIREMENTS	lot	1.00		
2	PROTECTIVE DEVICES	lot	1.00		
3	OTHER LINE HARDWARE	mtrs	50.00		
4	METERING REQUIREMENTS	lot	1.00		
5	KWH METER	pcs.	2.00		
6	LABOR	lot	1.00		
7	OTHERS	lot	1.00		
8	CONSTRUCTION SAFETY AND HEALTH	lot	1.00		
<b>TOTAL BID PRICE:</b>					
<b>TOTAL AMOUNT IN WORDS:</b>					