



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8004047
Procuring Entity PHILIPPINE RECLAMATION AUTHORITY
Title One (1) year SUPPLY OF PURIFIED DRINKING WATER
Area of Delivery Metro Manila

Solicitation Number:	21-07-0595	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Beverages		
Approved Budget for the Contract:	PHP 160,000.00	Document Request List	0
Delivery Period:			
Client Agency:			
Contact Person:	Angela Rodrigo Project Management Officer B 7th Flr., Legaspi Tower 200, 107 Paseo de Roxas, Legaspi Village Makati City Metro Manila Philippines 1226 63-2-84595000 Ext.7203 bac@pea.gov.ph	Date Published	16/09/2021
		Last Updated / Time	16/09/2021 00:00 AM
		Closing Date / Time	20/09/2021 17:00 PM

Description

QTY. UNIT DESCRIPTION
 1 lot One (1) Year Supply of Purified Drinking Water
 See Terms of Reference
 Approved Budget for the Contract: ₱160,000.00 ONLY

DOCUMENTARY REQUIREMENTS (COMPLY ALL):

1. Accomplished Quotation Form
2. PhilGEPS Registration Number
3. Valid Business/ Mayor's Permit[1,2]
4. Omnibus Sworn Statement[3]
5. Secretary Certificate (for corporation or partnership)

Please use PDF (preferred) or IMAGE file extension for email submission.

Note:

- [1]Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.
 [2]Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).
 [3]Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be

submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	SUPPLY OF PURIFIED DRINKING WATER	1 year contract; See Terms of Reference	1	Lot	160,000.00

Other Information

Please visit <https://www.pea.gov.ph/archives/philgeps-postings/2021-philgeps-postings> or message bac@pea.gov.ph if you can't download the Associated Components.

Created by Angela Rodrigo

Date Created 15/09/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City
Tel. No. 459-5000 loc. 7203

QUOTATION FORM

_____ Date

SUPPLIER: _____

PhilGEPS Registry No. _____

ADDRESS: _____

TIN. NO.: _____

TEL. NO.: _____

WEBSITE: _____

E-MAIL: _____

INSTRUCTIONS:

1. Fill in all the blanks and place checkmarks on applicable boxes.
2. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).
3. Indicate the brand name of the offered item/s and delivery charges (if applicable).
4. In case you are the **EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES**, attach appropriate documents to the said effect.
5. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). **ONLINE SUBMISSION IS PREFERRED.**

No.	QTY.	UNIT	DESCRIPTION	BRAND NAME (If Applicable)	UNIT PRICE *	TOTAL AMOUNT *
1.	1	lot	One (1) Year Supply of Purified Drinking Water			
			See Terms of Reference			
			Approved Budget for the Contract: ₱160,000.00 ONLY			
			-NOTHING FOLLOWS-			

- Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

Terms and Conditions (FILL-OUT AND COMPLY REQUIREMENTS):

1. Payment shall be in the form of **Company Check** and price validity shall be **30 calendar days**.
2. Availability of item/s: Delivery Pick-up within _____ calendar days (c.d.) upon receipt of Purchase Order (P.O.).
3. Warranty period: Not Applicable Applicable warranty period shall be _____
4. Indicate if quotation is: VAT inclusive Non-VAT (**attach certification**).
5. **Supplier/s must submit a copy of the following documents per 2016 Revised IRR of R.A. 9184:**
 - Valid PhilGEPS Registration Number
 - Mayor's/Business Permit^{1,2}.
 - Omnibus Sworn Statement (include Secretary Certificate for partnership or corporation)³
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	VAT Taxpayer	Non-VAT Taxpayer
Expanded Withholding TAX	2%	2%
Gross Money Payment	5%	3%
TOTAL	7%	5%

QUOTED BY:

Signature

Printed Name

Position

¹ Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration No.

² Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

³ Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).



Republic of the Philippines
OFFICE OF THE PRESIDENT
PHILIPPINE RECLAMATION AUTHORITY

7th floor, Legaspi Towers 200 Bldg., 107 Paseo de Roxas St., Legaspi Village, 1226 City of Makati
Tel.No.: (02) 8459-5000 • Facsimile No.: (02) 8815-2662
Website: www.pea.gov.ph • Email: info@pea.gov.ph

SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER

TERMS OF REFERENCE

I. COVERAGE

The procurement shall cover the provision of Purified Drinking Water and Hot & Cold-Water Dispensers for the Philippine Reclamation Authority (PRA).

II, APPROVED BUDGET for the CONTRACT (ABC)

Php 160,000 / one (1) Year Contract

III. SCOPE OF WORK

1. The Supplier shall deliver clean, safe and healthy to drink Purified Drinking Water to the PRA Head Office.
2. In cases where the PRA temporarily transfer to another office location due to office renovation, the supplier shall deliver the purified drinking water to the temporary office/location without cost to PRA.

Provided that the temporary office/location is within a 5-km radius from PRA Makati office. Additional cost for delivery may be charged to PRA should the temporary office/location exceeds the 5-km radius distance.

3. The Supplier shall deliver eighty (80) containers (5-gallons container) on a weekly basis, twice a week delivery or as may be required by PRA.
4. The Supplier shall provide the PRA with free use of at least eight (8) units of Brand New Hot and Cold-Water Dispensers.
5. The Supplier must conduct a monthly maintenance cleaning of the dispensers and replace defective dispensers without cost to the PRA.
6. The Supplier shall provide technical services, immediately as much as possible within the day as requested by PRA whenever there is unit (water dispenser) breakdown. If the water dispenser is beyond repair upon inspection by the supplier, it shall immediately replace the broken water dispenser. Such technical services by the Supplier shall be free of charge.
7. The Supplier shall always ensure the delivery of purified drinking water in a brand new 5-gallon bottle and ensures that the PRA has twenty (20) containers available as reserve.

8. The Supplier shall furnish PRA with certified true copies of the test results on water sample and Certificate of Health-Related Device Registration conducted by the DOH or its accredited agency, on a quarterly basis.
9. The Supplier shall furnish PRA certified true copies of Food and Drug Administration License.

IV. SPECIFICATION

1. Product Specification - Drinking water shall conform to the quality standards prescribed by the Food and Drug Administration (FDA).

2. Packaging

2.1 All water containers shall be made of food grade materials.

2.2 Water containers must be tamper-proof to protect the product from contamination during handling, storage and distribution.

2.3 Water containers and caps are made of non-recycled materials.

2.4 Plastic containers and caps shall conform to the test for heavy metals and Migratory/leachable substances prescribe by FDA.

3. Labeling

3.1 Labels shall indicate the name and address of the manufacturer.

3.2 Printed on the principal display panel is the type of water, such as but not limited to purified, spring water or distilled water.

3.3 Misleading brand name and/or any misrepresentation of the true nature of the product not allowed, Brand names should comply with FDA existing regulations governing brand names.

3.4 No claims relating to the absence of certain contaminants unless supported by consistent laboratory test results obtained or issued by recognized testing institution.

V. TERMS AND CONDITIONS

1. The Supplier must have the necessary permit and required license to operate issued by concerned government agencies relative to the operations of Purified Water station.
2. The Supplier complies with the provision of the Code of Sanitation of the Philippines as well as the provision of Administrative Order 2007-0012, (Philippine National Standards for Drinking Water 2007) of the Department of Health.
3. The Supplier must be registered with the "Food and Drug Administration, Center for Device Regulation, Radiation and Research" and possess a "CERTIFICATE OF HEALTH-RELATED DEVICE REGISTRATION".



4. To ensure the health and safety of the users, the Supplier shall submit a quarterly random sampling test result performed by DOH accredited laboratories. The supplier would shoulder the random sampling.
5. The Supplier guarantees to deliver and render efficient and effective service in accordance with PRA requirement.
6. The Supplier warrants that it has the experience, workers, equipment and materials necessary to comply with its contractual obligations for the supply of Purified Drinking Water.
7. The price of the purified drinking water shall be fixed during the duration of the contract.
8. The water dispensers and 5-gallon bottles shall remain properties of the Supplier for negligence and improper use of the said dispensers and bottles, as proven, resulting to major damage and/or loss shall be at the expense of PRA.
9. The PRA shall pay the supplier of the cost of items delivered subject to applicable taxes.
10. The Supplier warrants that it shall provide honest, courteous and trained service crew with complete identification card while within the PRA premises.
11. The supplier shall notify the PRA in writing within 24 hours on the occurrence of accident, hazards and fortuitous events during the implementation of the Contract that may hamper their ability of the supplier, temporary or permanent, to comply with its contractual obligations under the Contract. PRA, if temporary, may advise the supplier to source the delivery of Purified Drinking Water from the other source and if permanent may terminate the Contract.

Prepared by:



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Reviewed by:



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Noted by:



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