



Republic of the Philippines  
**NATIONAL FOOD AUTHORITY**  
Region IX  
San Roque, Zamboanga City

**REQUEST FOR QUOTATION**

The **NATIONAL FOOD AUTHORITY REGION IX**, through its General Operating Fund (GOF), will undertake a Small Value Procurement for the Provision of Electrical Connection for the newly installed 12 units Split Type Air Conditioner in NFA Zamboanga City in accordance with Section 53.9 of Implementing Rules and Regulations of Republic Act 9184.

Name of Project : Provision of Electrical Connection for the newly Installed 12 units Split Type Air Conditioner in NFA Zamboanga City

Location : NFA Zamboanga City

Approved Budget for the Contract (ABC) : Seventy One Thousand Pesos and 68/100 (Php71,000.68)

Delivery Date : Fifteen (15) Calendar days from receipt of the Notice to Proceed

Interested Bidders are required to submit the following, not later than 10:00AM on March 24, 2017 at NFA Zamboanga City Regional Office, Zamboanga City.

1. Valid and Current Mayor's Permit issued by the City or Municipality where the principal place of business of the prospective bidder is located;
2. Registration Certificate issued by the Department of Trade and Industry
3. Compliance to the Schedule of Requirements (Annex A)
4. Compliance to Technical Specification (Annex B)
5. Request for Quotation Form (Annex C)

Price Quotation must be valid for a period of thirty (30) calendar days from the date of Quotation submission.

Any Bid received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected at Bid Opening.

Award of contract shall be made to the lowest complying quotation.

Any interlineation, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his / her duly authorized representative/s.

The National Food Authority (NFA) reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

**GAUDENCIO S. NUEGA, JR.**  
Assistant Regional Director/  
BAC-Chairperson

**Provision of Electrical Connection for the newly  
Installed 12 units Split Type Air Conditioner  
in NFA Zamboanga City**

SECTION I. SCHEDULE OF REQUIREMENTS

Item No.	Qty	Unit	Item Description	Delivery Period
1	12	Pcs.	Safety Breaker with enclosure (30 Amp )	Fifteen (15) Calendar days from receipt of the Notice to Proceed
2	60	Mtrs.	T. W. Wire Stranded # 8	
3	1	Roll	Flexible Conduit ( # ¾)	
4	200	Pcs.	PVC Conduit Clamp ( # ¾)	
5	1	Pc.	Electrical Tape	
6	2	Pc.	Circuit Breaker (60 Amp), 2P, Plug-in Type	
7	1	Pc.	Circuit Breaker (100 Amp), 3P, Plug-in Type	
8	1	Pc.	Panel Board, 12 Branch, 3P, P.I	
9	1	Pc.	Panel Board, 4 Branch, 2P, P.I	
10	1	Pc.	Panel Board, 2 Branch, 2P, P.I	
11	4	boxes	PDX Wire # 10	
12	9	Pcs.	Circuit Breaker (30 Amp)	
13	2	Kgs.	Tie Wire #16	
14	1	box	Staple Wire (1")	
			Other necessary electrical materials not listed should be provided	
			Labor Services for the provision of Electrical Connection for the newly installed 12 units Split Type Air Conditioner	

**I hereby certify to comply and deliver the above requirements**

\_\_\_\_\_  
Name of company / bidder

\_\_\_\_\_  
Signature over printed  
name of representative

\_\_\_\_\_  
Date

**Provision of Electrical Connection for the newly  
Installed 12 units Split Type Air Conditioner  
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**SECTION II. TECHNICAL SPECIFICATION**

Specifications
<p>A. Scope of Services</p> <ol style="list-style-type: none"><li>1. The Contractor shall provide the necessary tools to undertake the provision of Electrical Connection for the newly installed 12 units Split Type Air Conditioner.</li><li>2. The material requirements for the provision of Electrical Connection are new and high quality.</li><li>3. The provision of Electrical Connection shall be completed without causing damage to any structure in the compound.</li><li>4. Provide Separate Circuit Breaker Panels for NFA Main Building, Laboratory and COA Office.</li><li>5. All materials removed or replaced in the undertaking the project shall remain properties of NFA.</li><li>6. Only highly skilled electrician should do the wiring installation. Any accident that may occur during the installation, NFA will not be liable.</li><li>7. The provision of Electrical Connection is subject for the energizing test.</li></ol>

**I hereby certify to comply and deliver the above requirements**

\_\_\_\_\_  
Name of company / bidder

\_\_\_\_\_  
Signature over printed  
name of representative

\_\_\_\_\_  
Date

Request for Quotation Form

\_\_\_\_\_  
Date

The Bids and Awards Committee  
National Food Authority, Region IX  
San Roque, Zamboanga City

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, the Schedule of Requirements and the Technical Specifications, hereunder is our quotation for the item as follows:

Provision of Electrical Connection for the newly  
Installed 12 units Split Type Air Conditioner  
in NFA Zamboanga City

Total bid price Php \_\_\_\_\_

(Amount in words) \_\_\_\_\_

\_\_\_\_\_  
The above quoted price is inclusive of all costs and applicable taxes.

Very Truly Yours,

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name and Signature of Representative



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**TERMS AND CONDITIONS**

1. All quotation / prices quoted herein are valid, binding and effective at least within thirty (30) calendar days from date of quotation.
2. Awardee shall be responsible for the materials / tools / equipment in undertaking the job as described in Section I – Schedule of Requirements and Section II – Technical Specifications and the provisions of the replacement parts as specified in Section II – Technical Specifications, Scope of Services, A.5 Failure to comply with the same shall be ground for the cancellation of the contract.
3. Award of Contract shall be made to the lowest complying quotation. In case of discrepancies between bid prices in figures and in words, latter shall prevail.
4. To guarantee faithful performance of the awardee of its obligation in the Job/Purchase Order it shall post a performance security in any of the following forms and amount;

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

The performance Security shall be forfeited in favor of NFA in the event it is established that the contractor is in default in any of its obligation.

The performance Security shall remain valid until issuance by NFA of the Final Certificate of Acceptance.

The performance Security may be released by NFA after issuance of the Final Certificate of Acceptance provided there is no claim filed against the Awardee or Surety or Insurance Company.

5. Awardee shall pick-up the Job/Purchase Order issued in his favor within three (3) working days after receipt of Notice of Award. A telephone call or fax transmission shall constitute as official notice to the awardee. Thereafter, if the Job/Purchase Order remain unclaimed, the said Job/Purchase Order shall be sent by messengerial service to the awardee at the latter's expense. To avoid delay in the undertaking of the job. All DEFAULTING AWARDEES shall be precluded from submitting quotations / bids.
6. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a Job/Purchase Order but fails to undertake the repair within the time called for in the Job/Purchase Order, any request for extension shall be approved by the NFA but the extension shall not extend beyond fifteen (15) calendar days under liquidated damages. Thereafter, if Awardee has not completed this work within the approved extended period, the Job/Purchase Order shall be cancelled and the awardee is in default.
7. The NFA shall rebid the project and the defaulting awardee shall be disqualified from submitting bid.
8. Awardee shall guarantee his workmanship to be free from defects. Any defects therefore that maybe discovered by the NFA within three (3) months after acceptance of the unit, shall be repaired / corrected by the Awardee within seven (7) calendar days upon receipt of the written notice to that effect. The obligation for this warranty shall be covered by retention money in an amount equivalent to at least ten percent (10%) of the contract price. The said amount shall be released after the lapse of the warranty period provided, however, that the workmanship is free defects and all the conditions imposed under the contract have been fully met.
9. A penalty of one-tenth of one percent (0.001) of the contract price shall be deducted for each day of delay in the repair of the unit.

The penalty shall apply to any approved extension of contract time beyond which the Job/Purchase Order shall be cancelled.

10. Payment shall be made at NFA Zamboanga City Regional Office, Zamboanga City upon presentation of the bill and Certificate of Acceptance by NFA.

All payment shall be subject to the usual Accounting and Auditing Rules and Regulations.

11. All transactions are subject to withholding creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93