



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8809450
Procuring Entity MARITIME INDUSTRY AUTHORITY (MARINA)
Title SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER FOR CY 2022
Area of Delivery Metro Manila

Solicitation Number: 2022-04-229	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	1
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods - General Support Services	Document Request List	0
Category: Beverages	Date Published	06/07/2022
Approved Budget for the Contract: PHP 225,000.00	Last Updated / Time	05/07/2022 13:44 PM
Delivery Period: 6 Month/s	Closing Date / Time	11/07/2022 13:00 PM
Client Agency:		
Contact Person: DIR. ARSENIO F. LINGAD II The BAC Chairperson c/o BAC Office, 10th Floor, MARINA Bldg. A. Bonifacio Drive cor. 20th Street, Port Area Manila Metro Manila Philippines 1018 63-2-85246518 bacsec@marina.gov.ph		
Description		
SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER FOR CY 2022. Please see attached file. You may visit our website at marina.gov.ph (under transparency tab)		

Created by DIR. ARSENIO F. LINGAD II
Date Created 05/07/2022

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system.



Republic of the Philippines
DEPARTMENT OF TRANSPORTATION



MARITIME INDUSTRY AUTHORITY

REQUEST FOR QUOTATION

DATE: _____

Name of Company : _____

Address : _____

Business Permit Number : _____

Company TIN Number : _____

PhilGEPS Registration Number (required): _____

Name of Representative & Designation : _____

The Management, Financial and Administrative Service (MFAS) through its Bids and Awards Committee (BAC), intends to **Procure the Supply and Delivery of Purified Drinking Water** for CY 2022 in accordance with Section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Two Hundred Twenty Five Thousand Pesos only (P225,000.00)**. The period for the performance of the obligations shall not go beyond of the appropriations for this Procurement Project.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your representative **not later than 11 of July 2022** at the MARINA BAC Office located at 10th Floor MARINA Building, Bonifacio Drive cor., 20th Street, Port Area, Manila, Philippines.

A copy of your **2022 Business/Mayor's Permit¹, PhilGEPS Registration Number, Omnibus Sworn Statement² and Latest Income Tax Return³** are required to be submitted along with your signed quotation/proposal.

For any clarification, you may contact Ms. Ellerie Torrente or Ms. Kristen Nicole Velasco at telephone no. **(+632) 8524-6518** or email address at bacsec@marina.gov.ph


DIR. ARSENIO F. LINGAD II
BAC CHAIRPERSON

¹ In case of recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

² In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the notarized Omnibus Sworn Statement shall be submitted after award of contract but before payment in accordance with item 6.3 of GPPB No. 09-2020

³Manually filed tax returns or filed through the EFPS

BIDS AND AWARDS COMMITTEE

A. Bonifacio Avenue corner 20th Ave. corner Railroad Street, South Harbor, Port Area, Manila
(+632) 8524-6518 | marina.gov.ph | 2021marinabac@gmail.com

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the content of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Supplier's must state here either "Comply" or any equivalent term in the column "Supplier's Statement of Compliance" against each of the individual parameters of each specification. Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

SCOPE OF THE PROJECT

Procurement of the Supply and Delivery of Purified Drinking Water

Item	Description	Service Provider's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
1 LOT	<ul style="list-style-type: none">1. The procurement shall cover the provision of Purified Drinking Water for MARINA Central Office from July 1 to December 31, 2022 (To be adjusted according to remaining months).2. Product Specifications<ul style="list-style-type: none">➤ Drinking water shall conform to the water quality standards prescribed or tested by accredited Department of Health (DOH) Laboratories.<ul style="list-style-type: none">a. Microbiological Test – be tested at least once a month. The Supplier must submit to MARINA copy of the test results.b. Packaging and Labellingc. All water containers must be made of polycarbonate3. The name and address of the manufacturer shall be indicated on the label.4. The type of water, such as purified, spring water or distilled water should be prominently printed on the principal display panel.			

**The above quoted prices are inclusive of all costs and applicable taxes.*

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

The delivery schedule expressed as week/months stipulates hereafter a delivery date, which is the date to the project site.

**CONDITIONS AND SUPPLIER
RESPONSIBILITIES**

Procurement of the Supply and Delivery of Purified Drinking Water			
Item	Description	Contract Term	Service Provider's Statement of Compliance
S1 LOT	<ol style="list-style-type: none"> 1. The procurement shall cover the provision of Purified Drinking Water for MARINA Central Office from July 1 to December 31, 2022 (To be adjusted according to remaining months). 2. Product Specifications <ul style="list-style-type: none"> ➤ Drinking water shall conform to the water quality standards prescribed or tested by accredited Department of Health (DOH) Laboratories. d. Microbiological Test – be tested at least once a month. The Supplier must submit to MARINA copy of the test results. e. Packaging and Labelling f. All water containers must be made of polycarbonate 3. The name and address of the manufacturer shall be indicated on the label. 4. The type of water, such as purified, spring water or distilled water should be prominently printed on the principal display panel. 	July 1 to December 31, 2022 (To be adjusted according to remaining months)	
	<p>Documentary Requirements</p> <p>The quotation shall be submitted together with the following documents:</p> <ol style="list-style-type: none"> 1. Letter of intent 2. Updated Business/Mayor's Permit 3. Updated Certificate of Registration to Philgeps; 4. Sanitary Permit from City Health Office; and 5. Omnibus Sworn Statement 		
	<p>Responsibilities of the Supplier</p> <ol style="list-style-type: none"> 1. Deliver clean, safe and healthy Purified Drinking Water for MARINA Central Office. 2. Deliver 5,400 containers of 5-gallon capacity per container for 6 months. 3. Provide free use of polycarbonate water containers. 4. Deliver weekly of more or less 225 containers of water. 5. Provide the MARINA with free use of sixty-one (61) 		

	<p>units of Hot and Cold Water Dispensers in good working conditions.</p> <ol style="list-style-type: none"> 6. Delivery shall be at least twice a week of not less than 113 containers per delivery 7. Conduct monthly maintenance/cleaning of the dispensers without additional cost. 8. Commit to immediately repair or replace dispenser/s found defective dispenser. 9. Monthly submission to MARINA of a Microbiological Testing Results conducted by the DOH-BFAD accredited testing laboratory. 10. Provide standby units for possible replacement of bogged down units or additional units during special occasion. 		
	<p>Other Terms and Conditions</p> <ol style="list-style-type: none"> 1. The Supplier must comply 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 DOH, including certified true copies of test results required by DOH. 2. The Supplier shall secure all the necessary and applicable permits or licenses by all government and regulatory agencies to operate and sell purified drinking water not mentioned in this TOR. 3. The Supplier shall provide honest, courteous and trained delivery crew with complete identification card while within the MARINA premises. 4. The Supplier shall notify the MARINA immediately of impending/possible occurrence of non-delivery of goods. 5. The Supplier shall make sure that the personnel who will deliver the goods must wear the company uniform and identification cards. 		
	<p>Liquidated Damages</p> <p>➤ Where the service Contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any extension time duly granted and is hereby in default under the contract, the service Contractor shall pay MARINA for liquidated damages, and not by way of penalty, an amount, as provided in the conditions of the contract, equal to one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the MARINA may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances such as but not limited to forfeiture of performance security and/or blacklisting of the latter.</p>		

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

FINANCIAL OFFER

Procurement of the Supply and Delivery of Purified Drinking Water

Approved Budget for the Contract (ABC)	Total Offered Quotation
Two Hundred Twenty Five Thousand Pesos only (P225,000.00)	In words: _____ _____ _____ In figures: _____ _____ _____

Terms of Payment:

- Payment shall be made within 15 calendar days from receipt of the Billing Statement. The Billing Statement shall be submitted to MARINA together with the Summary of Delivery Receipts for the month. Payment shall be based on the actual delivered goods.

Payment Details:

Banking Institution : _____
Account Number : _____
Account Name : _____
Branch : _____

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of *thirty (30) calendar days* from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. **All submissions in response to this RFQ shall be in hard copy only. Soft copies will not be entertained.**
6. Award of contract shall be made to lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The MARINA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the MARINA-BAC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the supplier's account.**
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MARINA 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.

Signature over Printed Name

Position/Designation

TERMS OF REFERENCE

I. Project Name/Title

Procurement of Purified Drinking Water

II. Approved Budget for the Contract (ABC)

The ABC for the project is **two hundred twenty-five thousand Pesos (Php 225,000.00)**, inclusive of all government taxes and service charges.

III. Mode of Procurement

The Procurement for the Supply and Delivery of Purified Drinking Water shall be undertaken through Alternative – Negotiated Procurement - Small Value Procurement under the 2016 IRR of R.A. 9184.

IV. Scope of the Project

1. The procurement shall cover the provision of Purified Drinking Water for MARINA Central Office from July 1 to December 31, 2022 (To be adjusted according to remaining months).
2. Product Specifications
 - Drinking water shall conform to the water quality standards prescribed or tested by accredited Department of Health (DOH) Laboratories.
 - a. Microbiological Test – be tested at least once a month. The Supplier must submit to MARINA copy of the test results.
 - b. Packaging and Labelling
 - c. All water containers must be made of polycarbonate
3. The name and address of the manufacturer shall be indicated on the label.
4. The type of water, such as purified, spring water or distilled water should be prominently printed on the principal display panel.

V. Documentary Requirements

The quotation shall be submitted together with the following documents:

- 5.1 Letter of intent
- 5.2 Updated Business/Mayor's Permit
- 5.3 Updated Certificate of Registration to Philgeps;
- 5.4 Sanitary Permit from City Health Office; and
- 5.5 Omnibus Sworn Statement

VI. Responsibilities of Supplier

1. Deliver clean, safe and healthy Purified Drinking Water for MARINA Central Office.
2. Deliver 5,400 containers of 5-gallon capacity per container for 6 months.
3. Provide free use of polycarbonate water containers.
4. Deliver weekly of more or less 225 containers of water.
5. Provide the MARINA with free use of sixty-one (61) units of Hot and Cold Water Dispensers in good working conditions.
6. Delivery shall be at least twice a week of not less than 113 containers per delivery
7. Conduct monthly maintenance/cleaning of the dispensers without additional cost.
8. Commit to immediately repair or replace dispenser/s found defective dispenser.
9. Monthly submission to MARINA of a Microbiological Testing Results conducted by the DOH-BFAD accredited testing laboratory.
10. Provide standby units for possible replacement of bogged down units or additional units during special occasion.

VII. Terms of Payment

Payment shall be made within 15 calendar days from receipt of the Billing Statement. The Billing Statement shall be submitted to MARINA together with the Summary of Delivery Receipts for the month. Payment shall be based on the actual delivered goods.

VIII. OTHER TERMS AND CONDITIONS

1. The Supplier must comply 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 DOH, including certified true copies of test results required by DOH.

2. The Supplier shall secure all the necessary and applicable permits or licenses by all government and regulatory agencies to operate and sell purified drinking water not mentioned in this TOR.
3. The Supplier shall provide honest, courteous and trained delivery crew with complete identification card while within the MARINA premises.
4. The Supplier shall notify the MARINA immediately of impending/possible occurrence of non-delivery of goods.
5. The Supplier shall make sure that the personnel who will deliver the goods must wear the company uniform and identification cards.

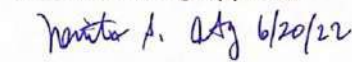
VIII. LIQUIDATED DAMAGES

Where the service Contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any extension time duly granted and is hereby in default under the contract, the service Contractor shall pay MARINA for liquidated damages, and not by way of penalty, an amount, as provided in the conditions of the contract, equal to one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the MARINA may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances such as but not limited to forfeiture of performance security and/or blacklisting of the latter.

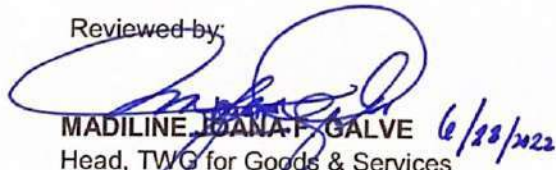
Submitted by:


RODOLFO R. DIAWA
Chief, GSD

Recommending Approval


NENITA S. ATIENZA
Director II, MFAS

Reviewed by:


MADILINE JOANA F. GALVE 6/23/2022
Head, TWG for Goods & Services
(for SVP & Shopping, P1M and below)



Republic of the Philippines
Department of Transportation
MARITIME INDUSTRY AUTHORITY

PURCHASE REQUEST

Office: MFAS Division/Section: GSD		PR No.: 2022-04-229 SAI No.: APRIL 19, 2022				
Item No.	Unit	Item Description	Qty	Unit Cost	Total Cost	
		Supply and Delivery of Purified Drinking Water for MARINA Central Office Period Covered: July to December 2022 xxxxxx nothing follows xxxxxx			225,000.00	
<table border="1"> <tr> <td>INCLUDED IN THE APP FY _____ CERTIFIED BY: _____ RODOLFO R. DIAWA Chief, General Services Division</td> </tr> </table>					INCLUDED IN THE APP FY _____ CERTIFIED BY: _____ RODOLFO R. DIAWA Chief, General Services Division	225,000.00
INCLUDED IN THE APP FY _____ CERTIFIED BY: _____ RODOLFO R. DIAWA Chief, General Services Division						
Signature: _____			Requisitioning Officer			
Printed Name: _____			RODOLFO R. DIAWA			
Designation: _____			Chief, GSD-MFAS			
Purpose		Supply of purified drinking water for MARINA officials and employees.				
CERTIFICATION						
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE		 ATTY. MARVIC S. RAMOS Chief, Budget Division				
			<input type="checkbox"/> Approved		<input type="checkbox"/> Disapproved	
Signature: _____			 VADM ROBERT A EMPEDRAD AFP (Ret) Administrator			
Printed Name: _____						
Designation: _____						
<i>Note: Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP, special projects, etc.)</i>						

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]