



**DEPARTMENT OF ENERGY**  
(Kagawaran ng Enerhiya)  
Energy Center, Rizal Drive Bonifacio  
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-01-0101-2022-09-0296-1104-0178
Purchase Request No.:	01-0101-2022-09-0296

# REQUEST FOR QUOTATION

<b>Title of Procurement/End-user</b>	<b>: (rebidding) Procurement of Training Kits (Solar Kits and Electrician's Tool Kits)</b>
<b>Mode of Procurement</b>	<b>: Small Value Procurement (AMP 53.9)</b>
<b>Bidding Terms</b>	<b>: Per Item</b>
<b>Delivery Terms/Schedule</b>	<b>: 30 days upon receipt of approved Purchase Order (PO)</b>
Delivery Location	: Department of Energy – Visayas Field Office, 3 <sup>rd</sup> Floor, Escario Bldg., 731 Escario St., Cebu City, Cebu
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3<sup>rd</sup> Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: [bacsecretariat@doe.gov.ph](mailto:bacsecretariat@doe.gov.ph) not later than **10 November 2022, 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications						
Item No.	Description/ Specification:		Quantity		Unit Price	Total ABC
	No.	Item	Quantity	Unit	Unit Price	Allocated Budget for Contract (ABC)
	1	Solar Kits	90	Set	2, 800.00	252, 000.00
	2	Electrician’s Tool Kit	90	Set	2, 375.00	213, 750.00
	TOTAL					465, 750.00
1.	1. SOLAR KIT					
	Technical Specification					
	a. PV Module		Polycrystalline/ Mono crystalline			
	b. DC LED Bulbs		With lighting cable, lamp holders and individual switch			
	c. Battery		Lithium/ lead acid			

**Terms and Conditions:**

- The prices quoted shall be firm and irrevocable and not subject to whatever changes even, to increase in cost of raw material components and fluctuations in foreign exchange rates and excise duties.
- Supplier should warrant that all components shall be new and of first quality according to specifications and shall be guaranteed to be free from defects.
- Bid price must cover all costs such as freight, brokerage, duties, taxes, etc, that are attendant to the delivery of the Solar Kits to VFO.
- Delivery Terms: 30 days upon receipt of Approved Purchase Order (PO).
- Total bid price is inclusive of cost of deliveries, duties and taxes.
- Payment Terms: Net 30 days upon submission to DOE accounting of the original PO and invoice and certificate of acceptance.

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
	<div>7. The winning bidder shall provide a minimum warranty period of one (1) year on the article and its attachments, including preventive maintenance and parts and labor. Likewise, a training component (face-to-face or virtual) on the operation and use of the equipment will be offered to the end-user upon delivery of the said equipment.</div> <div>8. The bidder must have an after-sales service on the purchased unit.</div> <div>9. The point of Delivery shall be the VFO office in Cebu City.</div>			
2.	2. ELECTRICIAN'S TOOL KIT			
	Technical Specification			
	a. Phillips Screw Driver	3/16 x 6" (minimum)		
	b. Slotted Screw Driver	3/16 x 6" (minimum)		
	c. Regular Plier	6" (minimum)		
	d. Long Nose Plier	6" (minimum)		
	e. Side Cutter Plier	6" (minimum)		
	f. Wire Stripper	6" (minimum)		
	g. Electrical Tape	3/4" size (minimum)		
	h. Digital Multimeter	(Voltmeter, Ammeter, Ohmmeter)		
	i. Toolbox	13" (minimum)		
Terms and Condition				
<div>1. The prices quoted shall be firm and irrevocable and not subject to whatever changes even, to increase in cost of raw material components and fluctuations in foreign exchange rates and excise duties.</div> <div>2. Supplier should warrant that all components shall be new and of first quality according to specifications and shall be guaranteed to be free from defects.</div> <div>3. Bid price must cover all costs such as freight, brokerage, duties, taxes, etc, that are attendant to the delivery of the Electrician's Tool Kits to VFO.</div> <div>4. Delivery Terms: 30 days upon receipt of Approved Purchase Order (PO).</div> <div>5. Total bid price is inclusive of cost of deliveries, duties and taxes.</div> <div>6. Payment Terms: Net 30 days upon submission to DOE accounting of the original PO and invoice and certificate of acceptance.</div> <div>7. The winning bidder shall provide a minimum warranty period of one (1) year on the article and its attachments, including preventive maintenance and parts and labor. Likewise, a training component (face-to-face or virtual) on the operation and use of the equipment will be offered to the end-user upon delivery of the said equipment.</div> <div>8. The bidder must have an after-sales service on the purchased unit.</div> <div>9. The point of Delivery shall be the VFO office in Cebu City.</div>				
General Conditions:				
<div>1. Quotation shall be valid for sixty (60) days from submission</div> <div>2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. <b>(If applicable)</b></div> <div>3. The following documents shall be attached/included in the submission of proposal/quotation:<div>a) Mayor's / Business Permit</div><div>b) PhilGEPS Registration Number/Certificate</div><div>c) Income /Business Tax Return <b>(For ABCs above 500k)</b></div><div>d) Omnibus sworn Statement (Annex C)</div></div> <div>4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.</div> <div>5. The Supplier shall clearly state the company name and account name for payment.</div> <div>6. The price quoted is inclusive of all taxes and other charges.</div> <div>7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.</div>				