

PAMANTASAN NG LUNGSOD NG MAYNILA
(University of the City of Manila)
Intramuros, Manila

REQUEST FOR PROPOSAL

Date:

RFP No.: 010317 - 001

Company Name:

Address:

TIN:

Business Permit No.:

PhilGEPS Cert. No.:

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the back portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than _____.

Open quotations may be submitted, manually or through facsimile or email at the address and contact number indicated below.

Atty. MAY ANGELI M. ESTOLAS
Acting Chief, Procurement Office

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

the items as follows:

Item Description	Qty.	Unit of Issue	Approved Budget for the Contract (ABC)	OFFER				Remarks
				Price (Inclusive of Tax)		Compliance with Technical Specifications (please check)		
				Unit Price	Total Price	Yes	No	
1. Scope of Work One (1) Year Supply and Delivery of Purified Drinking Water with Provision of Free Hot and Cold Dispensers to PLM Offices	1	lot	388,800.00					
2. Minimum Specifications: The Supplier shall be under obligation to adhere to the following conditions while carrying out its duties and responsibilities during the implementation of the contract: Pre-engagement a. Submit proposal that will include complete description of the								

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<p>different stages of purification process to render the water safe to drink. Minimum of 16 stages of purification/filtration process.</p> <p>b. Supplier should be an independent producer of water products, duly licensed purified water refilling/deliver service establishment for at least five (5) years.</p> <p>c. Site inspection of water station that will be conducted by the representatives from University Health Services, Property and Procurement that will assess the capability of the supplier.</p> <p>Water Containers (Content 5 gallons per container)</p> <p>a. Water containers must be dent free, tamper proof and sealed.</p> <p>b. Individual plastic wrapper for each container.</p> <p>c. Water containers must be properly labeled under the name of the supplier.</p> <p>d. Provide a minimum of six hundred seventy five (675) 5 gallon containers or up to a maximum of eight hundred</p>								
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<p>ten (810) 5 gallon containers per month to be delivered twice weekly or as need arises (Date of delivery to be set by Property and Supplies Office).</p> <p>e. Ensure the timely delivery of purified drinking water gallons on a per office basis.</p> <p>Water Dispensers (Hot and Cold)</p> <p>a. Free use of fifty four (54) units of Hot and Cold Water Dispensers to be installed at identified PLM Offices with provision of additional hot and cold dispensers free of charge as need arises or during special occasion/events.</p> <p>b. Conduct regular bi-monthly cleaning and proper maintenance of water dispensers for optimum operation.</p> <p>c. Provide standby units of water dispenser for possible replacement of bogged down units.</p> <p>d. Provide additional water dispensers as requested within twenty four (24) hours from receipt of letter request.</p> <p>e. Water Dispensers must be labeled under the name of</p>							
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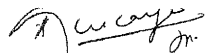
the supplier.								
Other Requirements								
a. Provision for a closed delivery van/truck.								
b. Submission of PhilGEPS registration, Updated Business Permit.								
c. Updated Sanitary Permit for the duration of the contract								
d. Monthly submission of Microbiological Water Test Laboratory Certificate and semi-annual submission of Chemical and Physical Water Test Laboratory Certificate from a water testing laboratory duly accredited by the Department of Health (DOH).								
e. Laboratory testing to an accredited DOH Water Testing Laboratory of the drinking water it supplies to PLM at least once a month, at the supplier's expense. Random samples taken must be with the presence of the Chief, University Health Services or authorized representative.								
f. Photocopies of two (2) similar contracts with project cost at least equal to the Approved Budget								

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<p>of the Contract.</p> <p>g. List of handling staff and photocopy of health certificate.</p> <p>h. Follow inspection procedures and security measures implemented by PLM during the delivery of goods.</p> <p>3. Payment Terms/Contract Price</p> <p>Bill PLM on a calendar basis based on actual quantity of delivered goods and in accordance with the price indicated in the proposal of the supplier. No price adjustment during the contract duration.</p> <p>4. Delivery and Contract Duration</p> <p>Delivery Schedule: Delivery of Dispensers will be done within Fifteen (15) Calendar Days from receipt of Notarized Contract/Purchase Order. Bi-weekly delivery of water gallons to different PLM Offices based on requirements.</p> <p>The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the contract price, the procuring entity shall rescind the contract without prejudice to other</p>							
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<p>courses of action and remedies open to it.</p> <p>Contract Duration: The Supplier shall undertake to supply and deliver the Purified Drinking Water for a period of one (1) year. Upon expiration of the contract, the Property and Supplies Office shall return the water containers and dispensers provided by the supplier.</p>							
<p>5. Prohibition to Sub-Lease</p> <p>The Supplier shall not sell, assign, transfer, pledge, sub-contract or make such any other dispositions of the contract or any part of interest therein to a third party.</p>							
<p>6. Termination/Rescission of Contract</p> <p>Failure on the part of the Supplier to comply with any of the terms and conditions set forth, shall give PLM the right to terminate the contract within seven (7) days upon receipt by the supplier of the Notice of Termination from PLM.</p>							

This is to certify that I personally conducted the canvass and that the data herein are true and correct.


NOLI C. DISCAYA, JR.

Canvasser

Mobile No.: Mobile No.: 0933-8649377 (sun)
Email Add.: ncdiscaya@plm.edu.ph

Payment Terms: _____

Delivery Period: _____

(Signature over Printed Name)

Tel. No.: _____

Mobile No.: _____

E-Mail: _____

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