

### TERMS OF REFERENCE (TOR)

- A. NAME OF PROJECT** - REPAIR/ REHABILITATION & UPGRADING OF DRYERS IN ORIENTAL MINDORO
- B. SCOPE OF SERVICES** - Supply and Delivery of Construction Materials
- C. QUANTITY** - The basis of the volume of construction materials to be purchased is the Approved Bill of Materials

ITEM NO.	ITEM & DESCRIPTION	QTY
1	2 HP Electric motor single phase (Greenmac, Suncue, Maruyama)	6 units
2	1 HP Electric motor single phase (Greenmac, Suncue, Maruyama)	15 units
3	Elevator bucket #4	8 units
4	Control panel board 6 tons (Maruyama)	2 units
5	Control panel board 6 tons (Greenmac)	1 unit
6	Industrial fan 20_ Metal blade	3 units
7	Paddy Cleaner 2 HP with Bin and Conveyor	3 units
8	Singer bag closer 220V	4 pcs

### D. THE APPROVED BUDGET FOR THE CONTRACT

The total Budget Approved for the Contract is P 1,095,000.00 covered with wire authority coded **BTFMD-BUD-I-051** dated **September 13, 2013**.

#### 3 THE BID OFFER/PROPOSAL

- The Approved Budget for the Contract (ABC) shall be the ceiling for acceptable bid offers.
- Total Bid Offer/proposal for the items to be bid higher than the Approved Budget for the Contract (ABC) shall not be accepted.
- Bids shall be prepared and presented using the prescribed format.
- Total bid offers shall be inclusive of taxes such as, but not limited to, VAT, income tax, local tax and other levies.
- Bid offers shall be valid for 30 days from the opening of the bids.
- Eligible Bidders shall have the option to submit bid/proposal on any one or all of the items listed above.



### 3 SPECIFICATIONS AND REQUIREMENTS

The bidder is required to submit original brochures showing certifications of the products being offered and G-EPS Registration Certificate shall be attached upon submission of the quotation.

#### G. OBLIGATION/RESPONSIBILITIES OF PROSPECTIVE BIDDERS

1. The prospective bidders are enjoined to be knowledgeable of Republic Act (RA) 9184 and its Revised Implementing Rules and Regulations (IRR).
2. The prospective bidder must be ready with the Updated Tax Clearance. Latest income and business tax returns for the quarter ending June 30, 2013 and certificate of PhilGEPS Registration which will be required on the Post Qualification.
3. The Bidder shall submit the Request for Quotation in a sealed envelope. If the envelopes are not sealed and marked as required, the NFA will assume no responsibility for the misplacement or premature opening of the bid.

Approved:

(Sgd) **EDMUNDO V. ENRIQUE**  
Provincial Manager

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Standard Form Number: SF-GOOD-60  
Revised on: May 24, 2004  
Standard Form Title: **Request for Quotation**

*Name of the Procuring Entity:*  
*Project Reference Number: TRSD-ESD-D-32*  
*Name of the Project: Repair/ Rehabilitation and Upgrading of Dryers in NFA Oriental Mindoro*  
*Location of the Project: NFA Oriental Mindoro*

NATIONAL FOOD AUTHORITY  
Oriental Mindoro Provincial Office  
Tawiran, Calapan City

REQUEST FOR QUOTATION

Date : September 20, 2013  
Quotation No. 2013-08-002

Company Name : \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Please quote your lowest price inclusive of VAT on the item(s) listed below, subject to the Terms and Conditions stating the shortest time of delivery and submit your quotation duly signed by your representative not later than October 2, 2013 in the return envelope attached herewith.

EDMUNDO V. ENRIQUE  
Provincial Manager

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 7 CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED



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	ITEM & DESCRIPTION	QTY
	1 phase (Greenmac, Suncue, Maruyama)	6 units
	3 phase (Greenmac, Suncue, Maruyama)	15 units
3	Elevator bucket #4	8 units
4	Control panel board 6 tons (Maruyama)	2 units
5	Control panel board 6 tons (Greenmac)	1 unit
6	Industrial fan 20_ Metal blade	3 units
7	Paddy Cleaner 2 HP with Bin and Conveyor	3 units
8	Singer bag closer 220V	4 pcs

Brand and Model : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

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

\_\_\_\_\_  
 Tel. No./ Cellphone No.

\_\_\_\_\_  
 Printed Name/Signature

\_\_\_\_\_  
 Date