



Republic of the Philippines
METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM



REQUEST FOR QUOTATION (RFQ)
PROCUREMENT FOR THE COMMUNITY BASED TREE PLANTING SERVICES FOR THE
ANNUAL MILLION TREE CHALLENGE PROJECT (KALIWA WATERSHED)
Contract No. MWSS-2020-TPS

1. The **Metropolitan Waterworks and Sewerage System-Corporate Office (MWSS-CO)** wishes to invite interested community-based service providers or local community organizations (i.e. People's Organizations) to participate in the submission of quotation for the planting and nurturing for at least one (1) year of 500 hectares or equivalent to 200,000 seedlings in the Kaliwa Watershed area under the Annual Million Tree Challenge (AMTC) Project.
2. The MWSS-CO hereinafter referred to as the "the Procuring Entity" now request you to submit price quotation for the procurement of the abovementioned project, as specified in the **Terms of Reference (TOR)** provided under **Annex "A"** as attached.
3. All items listed in the specifications as stated in the **TOR** must be complied on a pass/fail basis. Failure to meet any one of the requirements shall result to automatic rejection.
4. The **Approved Budget for the Contract (ABC)** is **SIX MILLION ONE HUNDRED FIFTY THOUSAND (Php 6,150,000.00)** in Philippine Currency inclusive of VAT and all other government taxes and duties. Quotation submitted higher than the ABC shall be automatically rejected.
5. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of VAT and all taxes and duties to be paid and other incidental cost to the delivery site/s.
6. The unit price for services covering the scope of works for site preparation/planting, maintenance and protection/monitoring should be expressed in per hectare for one (1) year and per seedling for the supply of required number of planting materials.
7. The award shall be given to the Lowest/Single Calculated Quotation (L/SCRQ) meeting the MWSS-CO's technical specification, as determined by the BAC
8. Quotations must be delivered at the address below not later than **28 December 2020 (until 11:00 A.M., Philippine Standard Time)**.

The Chairperson

MWSS-CO Bids and Awards Committee
Metropolitan Waterworks and Sewerage System
4th Floor, Administration Building, MWSS Complex,
Katipunan Road, Balara, Quezon City
Telefax Number: (632) 928-2252
Tel. No. 920-5521 loc. 106 /107

9. The MWSS-CO reserves the right to accept or reject any quotation, and to annul the bidding/shopping process or reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders. The MWSS-CO reserves the

right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall performance and functionality of the equipment and the capability of the supplier to perform the contract.

10. The prospective bidder shall submit the following:

- a) Filled-out Quotation Form
- b) Legal Requirements
 - a. Certificate of registration from the Department of Trade and Industry (DTI), Securities and Exchange Commission (SEC), Cooperatives Development Authority (CDA), Department of Labor and Employment (DOLE), National Commission on Indigenous People (NCIP), national government agency, or local government unit, whichever is applicable.
 - b. Certification from the leader of the community-based service provider that none of its incorporators, organizers, directors or officials is an agent or related by consanguinity or affinity up to the fourth civil degree to the Head of Procuring Entity, a member of the BAC, or other official authorized to process and/or approve the proposal, contract, and release of funds.
 - c. Disclosure of related business, if any, and extent of ownership therein.
- c) Technical Requirements
 - a. List of completed contracts similar to procurement or list indicating the experiences of members of the community-based service provider that satisfies the technical requirements of the procurement at hand in terms of its capacity to deliver the goods, perform the non-consulting service, or construct the simple infrastructure project, at an equal or higher established standard.
- d) Financial Requirements
 - a. Certificate that the community-based service provider has an existing bank account.
 - b. Updated audited financial statement.
 - c. Proof that it has financial management system that maintains the following sets of books of accounts: cash receipts book, cash disbursement book, ledger/logbook, subsidiary ledger (particularly for inputs, assets, properties belonging to community based service provider, bank book/bank statements, disbursement vouchers, and official receipt.

ATTY. ANABELLA S. ALTUNA
Chairperson, MWSS-CO
Bids and Awards Committee - Secretariat

Signed: 12/21/2020

TERMS OF REFERENCE
CONTRACT FOR THE PROCUREMENT OF COMMUNITY-BASED TREE PLANTING
SERVICES FOR THE ANNUAL MILLION TREE CHALLENGE PROJECT
Contract No. MWSS-2020-TPS

A. OBJECTIVES

It was in 2017 that the Metropolitan Waterworks and Sewerage System (MWSS) launched the Annual Million Tree Challenge (AMTC) Project, in support of the rehabilitation of the critical watersheds to ensure the sustainability of the water supply of MWSS Service Areas. The project was intended to rehabilitate the seven (7) watersheds supplying water to Metro Manila and adjacent provinces, namely: La mesa, Ipo, Angat, General Nakar , Laguna Lake, Marikina, and Kaliwa watersheds which have been degraded for several years due to anthropogenic activities.

The protection and sustainability of Metro Manila's source of drinking water are central to the mission of the agency. This project aims not only to reforest, rehabilitate, and restore the watershed ecosystems but to ensure environmental sustainability and deliver the clean and potable water requirements of the 25 million residents of Metro Manila, Rizal, Cavite, and Bulacan provinces.

Thirteen agencies heeded the call of MWSS and joined the AMTC program to become stewards of the watersheds through the propagation of trees. Last year (2019), the pledge reached 1.6 million trees. Due to the onset of the Corona Virus early this year, the remaining planting and maintenance activities for 2019 were delayed prompting also the scheduled pledging of commitments for 2020 to be postponed.

Nevertheless, the engagement of a site-based group for the planting and maintenance of trees is still necessary for MWSS to accomplish its commitment of planting of 100,000 seedlings comprising of 250 hectares. For this year, the agency will commit an additional 200,000 seedlings (500 hectares) entirely for the Kaliwa Watershed. One of the aims of such engagement is to bring positive social outcomes with the Kaliwa watershed stakeholders as the main beneficiaries.

To hire the services of a community-based group situated in within or in the vicinity of the Kaliwa Watershed which shall implement the planting of 200,000 seedlings and perform maintenance activities for one (1) year.

B. MODE OF PROCUREMENT

The mode of procurement shall be Negotiated Community-Based Procurement as provided under Section 53.12 of the Government Procurement Reform Act Implementing Rules and Regulations.

C. PROJECT SITE

The 500-hectare planting site is located within the Kaliwa Watershed and shall be designated by the Department of Environment and Natural Resources – Community Environment and Natural Resources Office (DENR-CENRO) Real.

D. MINIMUM TECHNICAL SPECIFICATIONS:

Quantity	Unit	Description
200,000	pieces	Planting of 200,000 seedlings over 500 hectares of forest land and conduct plantation maintenance for one (1) year.

E. DELIVERABLES

1. Supply the needed number of 200,000 seedlings of indigenous forest trees to be agreed upon with the contractor;
2. Produce and nurture indigenous tree seedlings such as Narra, Kupang and other locally available forest tree species with at least one-foot tall and six leaves in a suitable nursery;
3. Mobilize its members for the site preparation, hauling of seedlings, planting of the 200,000 seedlings, replanting for the replacement of dead seedlings, and other related activities in accordance to the Department Administrative Order No. 2017 - 03 or the Revised Implementing Rules and Regulations of the Expanded National Greening Program of the Department of Environment and Natural Resources (DENR);
4. Nurture and protect the planted area through the conduct of quarterly ring weeding, replanting, application of organic fertilizer, firebreak construction and patrolling/monitoring to ensure survival and growth of planted seedlings;
5. Submit quarterly accomplishment report to the MWSS-CO with geotagged pictures on all work activities in the planting area, and incidents of forest fire, cutting of trees, informal settlers and the like;
6. Submit a census report of informal settlers and make an update every six (6) months inside the planting site including indigenous tribes (e.g. Dumagat families) and monitor their activities inside the planting site;
7. Avoid and prohibit cutting, extracting, or harvesting of forest trees and other natural resources within the project site is prohibited;
8. Service provider shall not sublease, convey, sell, or transfer rights to the area or any portion hereof to any third parties; and
9. Undertake the maintenance, enhancement, and protection of the area at all times to promote an efficient soil and water conservation.

Activity	Calendar Days
Site preparation and development	90
Maintenance and protection	275
Site inspection, monitoring, and reporting	36
Final inspection and validation	10

The Contractor shall start implementation of the Contracting Services upon receipt of "Notice to Proceed".

F. BUDGET

The approved budget for the project is **Six Million One Hundred Fifty Thousand Pesos only (PhP 6,150,000.00)**.

Particulars / Items	Quantity	Unit	Unit Cost	Cost
1. Site Preparation				
1.1 Site Cleaning / Layout of baseline/strip brushing / Staking / Hole Digging (6 man-days/ha)	3,000	Man-days		
1.2 Hauling / Out Planting (6 man-days/ha)	3,000	Man-days		
Subtotal				
2. Maintenance				
2.1 Weeding, fertilizer application and fire break construction (4 man-days/ha/3 passing)	6,000	Man-days		
Subtotal				
3. Operating Cost				
3.1 Seedlings (400/ha) including 20% for replanting of mortalities	240,000	Pieces		
3.2 Fertilizer (compost / vermicast)	24,000	Kilograms		
3.3 Tools and equipment	1	LS		
Subtotal				
4. Foot patrolling, monitoring / inspection and validation (10-days/ha)	5,000	Man-days		
TOTAL COST				

G. BIDDER'S QUALIFICATIONS

1. Registered with the appropriate government agency as a community-based organization (e.g. CDA, DTI, SEC, etc.)
2. Must have at least one (1) year experience in planting and maintaining trees.

H. WARRANTY

In the case of seedling mortality, the Contractor is expected to conduct replanting activities until at least 85% survival is achieved in accordance with DENR Memorandum Circular No. 2012 - 01 Guidelines in the implementation of the National Greening Program (Executive Order 26 Series of 2011).

I. PAYMENT SCHEME

Payment (% of Contract Price)	Milestone
10%	Mobilization fund upon signing of the Notice of Awards and/ or Notice to proceed
15%	Upon completion of site preparation and submission of 1 st quarterly progress report
25%	Upon completion of 100% tree planting activities and submission of 2 nd quarter progress report
30%	Upon submission of the 3 rd quarter progress report
20%	Upon submission of the final report and approval of the inspection/ validation report or until 85% survival rate has been achieved

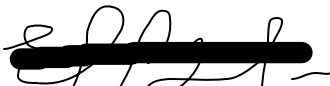
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