



Republic of the Philippines  
**METROPOLITAN WATERWORKS AND SEWERAGE  
SYSTEM**



**REQUEST FOR QUOTATION  
(RFQ)**

**PROCUREMENT FOR THE PUBLICATION (PRINTING SERVICES) OF THE ANNUAL  
REPORT FOR CY 2020 AND CY 2021  
CONTRACT NO. MWSS-2021-PAR**

1. The **Metropolitan Waterworks and Sewerage System-Corporate Office (MWSS-CO)** through its Bids and Awards Committee (BAC) will undertake the Procurement for the Publication (Printing Services) of the Annual Report for CY 2020 and CY 2021.
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 in the **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 of the requirements may result to the rejection of the bid.
4. The **Approved Budget for the Contract (ABC)** is **TWO HUNDRED FIFTEEN THOUSAND TWO HUNDRED FIFTY PESOS ONLY (PHP 215,250.00)** in Philippine Currency inclusive of Twelve Percent (12%) VAT. Quotation submitted higher than the ABC shall be automatically rejected.
5. The award shall be given to the lowest/single calculated responsive quotation as evaluated and determined by the BAC.
6. Quotations must be delivered at the address below not later than **23 July 2021 (until 4:00 P.M., Philippine Standard Time)**.

*Note: We accept PHYSICAL SUBMISSIONS ONLY. Online submissions shall be rejected. For convenience, you may utilize courier services using the address below.*

**The Chairperson**

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

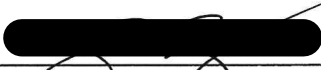
7. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of 12% VAT and all taxes and duties to be paid and other incidental cost to the delivery site/s if the contract is awarded.
8. The items shall be subjected to inspection by the Final Inspection and Acceptance Committee. Items must conform with the minimum specifications stipulated in the attached TOR. Full payment shall be made after all items delivered have passed the validation of

the aforementioned committee.

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 proponent/proponents. 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 proponent shall submit the following:

- a) Quotation Form
- b) Mayor's/Business Permit
- c) Proof of PhilGEPS Registration<sup>1</sup>
- d) Latest Income/Business Tax Return
- e) Duly Accomplished Omnibus Sworn Statement
- f) Sample of design and layout project with at least sixty (60) pages

  
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**JOSE D. DORADO, JR.**  
Chairperson, MWSS-CO  
Bids and Awards Committee



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<sup>1</sup> In case of submission of Certificate of Platinum PhilGEPS membership, submission of Mayor's/Business Permit will be dispensed with