



Republic of the Philippines
METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM



AJA18-0185

**REQUEST FOR QUOTATION (RFQ)
SUPPLY, DELIVERY AND INSTALLATION OF BRAND-NEW FURNITURE, FIXTURES,
APPLIANCES AND KITCHENWARE AND UTENSILS
FOR THE MWSS DIRECTORS' QUARTERS
CONTRACT NO. MWSS-FFAK-2019-21**

1. The **Metropolitan Waterworks and Sewerage System-Corporate Office (MWSS-CO)** through its Bids and Awards Committee (BAC) will undertake the Brand New Furniture, Fixtures, Appliances, Kitchenware, and Utensils for the MWSS Director's Quarters.
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 one of the requirements may result to rejection.
4. The **Approved Budget for the Contract (ABC)** is **TWO HUNDRED FORTY-FOUR THOUSAND NINETY (Php 244,090.00)** 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 meeting the Procuring Entity's technical specification, as determined by the BAC.
6. Quotations must be delivered at the address below not later than **29 November 2019 (until 5:00 P.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

7. Your 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 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.

9. The prospective bidder shall submit the following:

- a) Quotation Form
- b) Mayor's/Business Permit
- c) Proof of PhilGEPS Registration
- d) Income/Business Tax Return
- e) Omnibus Sworn Statement / Draft Contract

ORIGINAL SIGNED

ANABELLA S. ALTUNA

Chairperson, MWSS-CO

Bids and Awards Committee Secretariat

Annex “A”

TERMS OF REFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF BRAND-NEW FURNITURE, FIXTURES, APPLIANCES AND KITCHENWARE AND UTENSILS FOR THE MWSS DIRECTORS' QUARTERS

CONTRACT NO.: MWSS-FFAK-2019-21

I. INTRODUCTION AND BACKGROUND

The Metropolitan Waterworks and Sewerage System – Corporate Office (MWSS-CO) Bids and Awards Committee (BAC) will undertake the procurement of various brand-new furniture, fixtures, appliances and kitchenware and utensils for the two (2) units of the MWSS Directors' Quarters.

The funding source will be through the MWSS-CO 2019 Annual Procurement Plan (APP) and Corporate Operating Budget (COB) for 2019.

II. PROJECT SITE

The project site is located at the Corner of Carriedo and L. Wood Sts., Balara Filters, Pansol, Balara, Quezon City.

III. MINIMUM SPECIFICATION

The interested bidder shall supply the following items of high quality, durable and appropriate for the intended use.

Item	Specifications	Quantity
1. Dining Set	<ul style="list-style-type: none">Table and chairs good for 6 people	2 sets
2. Bed Frame, Foam Mattress, Pillow Set and Beddings	<ul style="list-style-type: none">Queen-size bed frame and foam mattress1 set of beddings (1 pc. fitted sheet, 1 pc. flat sheet, 2 pcs. pillow case)	2 sets
3. Side Table	<ul style="list-style-type: none">Standard size	4 pcs
4. Living Room (Sala) Set	<ul style="list-style-type: none">Sofa set with coffee/center tableStandard size	2 sets
5. TV Stand Cabinet	<ul style="list-style-type: none">Standard size	2 units
6. TV with wall bracket**	<ul style="list-style-type: none">36” flat screen LED TVTV wall mount bracket	2 sets
7. Air-conditioning unit**	<ul style="list-style-type: none">1.0 horsepowerWindow typeInverter technology	2 units
8. Refrigerator**	<ul style="list-style-type: none">6 cu.ft.Inverter technology	2 units
9. Gas stove**	<ul style="list-style-type: none">Stainless Steel Surface2-burner	2 units
10. Microwave Oven**	<ul style="list-style-type: none">20 Liters	2 units

	<ul style="list-style-type: none"> • Minimum 700 Watts 	
11. Airpot**	<ul style="list-style-type: none"> • Electric • 1.5 liters capacity 	2 units
12. Rice Cooker**	<ul style="list-style-type: none"> • 1.5 liters capacity 	2 units
13. Electric Fan**	<ul style="list-style-type: none"> • 2-in-1 fan (stand fan convertible to floor fan) • 16 inches fan blade 	2 units
14. Kitchenware and utensils	<ul style="list-style-type: none"> • Per set includes: <ul style="list-style-type: none"> a. Spoon and fork (stainless steel, set of 6) b. Serving spoon (stainless steel, set of 3) c. Chopping board (wooden) d. Kitchen knife set with stand (stainless steel, minimum set of 6) e. Dinner plate (ceramic, set of 6) f. Serving bowl set (ceramic, set of 6) g. Saucer plate (ceramic, set of 6) h. Sandok, sianse and soup ladle (stainless steel with plastic handle, set of 4) i. Can and bottle opener (stainless steel) j. Pitcher (glass, 1-liter capacity) k. Drinking glass (glass, set of 6) l. Frying pan (set of 3) m. Food tong (stainless steel with rubber handle) n. Strainer (fine mesh wire, stainless steel) 	2 sets 2 sets 2 pcs 2 sets 2 sets 2 sets 2 sets 2 sets 2 sets 2 pcs 2 pcs 2 sets 2 sets 2 sets

** standard warranty period

IV. DOCUMENTARY REQUIREMENTS

- Mayor's/Business Permit
- Quotation Form
- Omnibus Sworn Statement
- Compliance to Minimum Specifications

V. SCOPE OF WORKS AND DELIVERY DATE

The Supplier shall deliver all items and install all fixtures within five (5) days from receipt of Notice to Proceed (NTP).

VI. PAYMENT SCHEME

Payment shall be made after the delivery, installation and inspection of goods by the Inspection and Acceptance Committee.

VII. RESERVATION CLAUSE

The MWSS-CO reserves the right to reject any and all bids, declare a failure of bidding or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

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