



TERMS OF REFERENCE
SUPPLY AND DELIVERY OF INDIVIDUAL DISASTER AND
EMERGENCY PREPAREDNESS KIT FOR MWSS EMPLOYEES (PACKAGE 2 REBID)
Contract no. MWSS-2020-DPK

A. OBJECTIVES

The Metropolitan Waterworks and Sewerage System – Corporate Office (MWSS-CO) Bids and Awards Committee (BAC), will undertake the Procurement of the Individual Disaster and Emergency Preparedness Kit for its officials and employees in accordance with Republic Act 10121 also known as ***“The Philippine Disaster Risk Reduction and Management Act of 2010”***.

Unpredictable occurrence of accidents and natural disasters, like earthquakes and floods, necessitate the usefulness of Disaster and Emergency Preparedness Kit in the workplace. It is an essential step to protect employees against serious injuries in the event of accident/natural disaster and calamity until appropriate medical services are provided.

This is a rebidding of the failed Package 2 in the last procurement.

B. MODE OF PROCUREMENT

The mode of procurement shall be under small value procurement pursuant to the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

C. PROJECT SITE

MWSS Corporate Office, 4th Floor, Administration Building, MWSS Complex, Katipunan Road, Balara, Quezon City.

D. MINIMUM TECHNICAL SPECIFICATIONS

Please be guided with the following specifications.

Item	Quantity	Unit	Description
First Aid Kit	200	pcs	- With hard carrying plastic case - Has items capable of treating at least the following: a) small cuts and burns b) medium cuts and scratches c) severe bleeding and burns Sizes and quantities of items specified as assorted must be able to treat such conditions.

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Item	Quantity	Unit	Description
			<ul style="list-style-type: none"> - Has emergency first aid kit guide to illustrate proper procedure. - Must have at least the following: <ul style="list-style-type: none"> a) Pill box b) Assorted Bandages c) Antiseptic Gauze Pads (2" x 2") d) First Aid Tape (1 roll of at least 1 inch thick by 10 yards (9 m) length) e) Scissors (1 pair) f) Tweezers (1 pair) g) Emergency / Thermal Blanket (at least 38" x 60") h) Safety Pins (at least 6 pieces of assorted size) i) Burn Cream (at least 25 grams) j) Alcohol (at least 150 mL) k) Sterile Eye Wash (at least 15 mL) <u>Assorted Bandages (at least one each)</u> <ul style="list-style-type: none"> - Adhesive Plastic Bandages ¾" x 3" - Adhesive Plastic Bandages 1" x 3" - Knuckle Fabric Bandage - Adhesive Spot Bandages - Elbow/Knee Adhesive Bandage - Pressure Bandage 2" x 2" - Pressure Bandage 3" x 3" - Triangular Bandage 40" x 40" x 56"
Rescue Rope	10	pcs	<ul style="list-style-type: none"> - Must be at least 30 meters in length and 10 millimeters in diameter - Color: Blue - Surface: Polyester - Has at least two (2) Lock Buckle - Rope capable of withstanding at least 1200 kilograms of pull.
SOS Kit	200	pcs	<ul style="list-style-type: none"> - Has at least the following: <ul style="list-style-type: none"> a) Multitool plyers and card b) Wire saw c) Fire starter and striker d) Survival whistle e) Waterproof compass
Outdoor backpack	200	pcs	<ul style="list-style-type: none"> - Capacity: at least 25 liters (no specific dimensions) - Color: Blue

Item	Quantity	Unit	Description
			<ul style="list-style-type: none"> - Waterproof and nylon coated PVC tarpaulin - Has adjustable backpack strap and hip belt - Has welded seam lines - Has at least one (1) internal and one (1) external compartment - Has padded straps and mesh back panel

Note to Bidders: Please submit a technical brochure for each item in the proposal. For items like first aid kit and SOS kit, please indicate the individual items included and their corresponding quantities.

E. DELIVERABLES

The Supplier shall ensure that all materials/equipment to be supplied are in good condition, brand new and free from defects and must conform to the specifications. The Supplier shall deliver the items within thirty (30) calendar days from receipt of the Notice to Proceed (NTP).

F. WARRANTY

All materials/equipment supplied are subject to one (1) year warranty period from the issuance of acceptance by the Final Inspection and Acceptance Committee.

To assure performance of the obligations in the warranty clause, 5% will be deducted from the billing pursuant to RA9184 section 62.1. All items except First Aid and SOS kits will be subjected to a one (1) year warranty.

G. PAYMENT SCHEME

Payment shall be made within fifteen (15) days upon delivery, inspection by the Final Inspection and Acceptance Committee and submission of the required documents for request for billing subject to the usual government accounting and auditing rules and regulations. The items shall be subject to inspection by the Final Inspection and Acceptance Committee. Items found defective during inspection shall be immediately replaced within seven (7) days from date of inspection.

H. OTHER DOCUMENTS REQUIRED FOR SUBMISSION

1. Proof of PhilGEPS Registration
2. Mayor's or Business Permit
3. Income/Business Tax Return (Latest Calendar Year)
4. Duly Notarized Omnibus Sworn Statement, and if applicable, with Special Power of Attorney or Secretary's Certificate.
5. Quotation Sheet

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Prepared by:

TECHNICAL WORKING GROUP (TWG)


JEFFRIC JOHN B. DELA PAZ
Member


JOHN LOWEL F. FRADEJAS
Member


ATTY. PORTIA LEAH N. LAYNO
Member


CONRAD MATTHEW F. SORIANO
Member


ATTY. ANABELLA S. ALTUNA
End-User, Provisional Member


PATRICK JAMES B. DIZON
Vice-Chairperson


BYRON A. CARBON
Chairperson

Approved By:

BIDS AND AWARDS COMMITTEE (BAC)

RONALD S. ABRIGO
Member

RAMON R. FABUL
Member


ATTY. AUGUSTINE M. VESTIL, JR.
Member


JOCELYN M. TOLEDO
Vice-Chairperson


JOSE D. DORADO, JR.
Chairperson