



Republic of the Philippines
Metro Roxas Water District
MRWD Bldg., Km. 1, Roxas City 5800, Philippines
Tel. # (036) 6210-737/ 6210-044/ 6215-474
Telefax # (036) 6217-492

**BIDS AND AWARDS COMMITTEE
INVITATION TO BID
No. 103-2019**

The **METRO ROXAS WATER DISTRICT (MRWD)**, through its Bids and Awards Committee (BAC), invites Manufacturers/Suppliers/Distributors to apply for eligibility and to bid for the hereunder project:

Name of Project: **CONTRACT FOR THE SUPPLY AND DELIVERY OF TWO (2) UNITS ELECTROMAGNETIC FLOW METER INCLUDING INSTALLATION, TESTING, AND COMMISSIONING**

Location of Project: **BARANGAY BAHIT, PANITAN, ROXAS CITY, CAPIZ**

Place of Delivery: **MRWD BLDG., KM. 1, ROXAS CITY**

Brief Description: **SUPPLY AND DELIVERY OF TWO (2) UNITS ELECTROMAGNETIC FLOW METER**

Approved Budget for the Contract (ABC): **Php 800,000.00**

Source of Funds: **MRWD CORPORATE BUDGET FOR FISCAL YEAR 2019**

Mode of Procurement: **PUBLIC BIDDING**

Contract Duration: **SIXTY (60) CALENDAR DAYS FROM RECEIPT OF CONTRACT AND NOTICE TO PROCEED**

Delivery of Goods: **WITHIN SIXTY (60) CALENDAR DAYS FROM RECEIPT OF CONTRACT, PURCHASE ORDER AND NOTICE TO PROCEED**

The Eligibility Check/ Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Bid Evaluation and Post-qualification will also be conducted to determine the responsiveness of the Lowest Calculated Bidder (LCB).

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Revised Implementing Rules and Regulations (IRR).

The schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedule</i>
1. Advertisement	September 13-20, 2019
2. Issuance of the Bidding Documents	September 13– until 8:45 AM of October 7, 2019
3. Pre-bid Conference	September 23, 2019 at 9:00 A.M.
4. Deadline for the Submission and Opening of Bids	October 7, 2019 at 9:00 A.M.
5. Evaluation of Bids	October 8, 2019
6. Post-qualification of Bids	October 9-10, 2019

The Bid Documents will be available to prospective Bidders from the address stated below only upon payment of a non-refundable amount of One Thousand Pesos (Php 1,000.00). The Bidding Documents shall be received personally by the prospective Bidder or his duly authorized representative. Accreditation fee is required to interested bidder of a non-refundable amount of One Thousand Pesos (Php 1,000.00).

It is highly recommended that interested bidder/s should attend the Pre-bid Conference in order to avail all the necessary information of the bidding at hand and be guided with the preparation of the Technical and Financial Components of the project.

A bidder must have at least one (1) single largest completed contract equivalent to or at least fifty percent (50%) of the ABC for the last five (5) years which is similar in nature to the goods being offered.

The MRWD assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid. The MRWD also reserves the right to accept or reject any bid, to declare the bidding a failure, not to award the contract, without thereby incurring any liability to the affected bidders. Furthermore, the MRWD reserves the right to waive any minor defects or informality and to accept the proposal most advantageous to the District.

All bidders are requested to download in the Philippine Government Electronic Procurement System (PhilGEPS) the invitation to bid and the bidding documents, in compliance with Section 37.1.6 of the Revised Implementing Rules

and Regulations (IRR) of R.A. No. 9184 for the posting of Notice of Award.



ATTY. DANTE A. ARCANCELES
Chairperson

Address: **Metro Roxas Water District**
MRWD Bldg., Km. 1, Roxas City, Capiz

Contact Person: **Marjorie A. Dela Cruz**
Head, BAC Secretariat
Tel. No. (036) 6210-737 or 6210-044 Local No. 122
TeleFax No. (036) 6217-492; 6217-382
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Place(s) of Publication: PhilGEPS and MRWD Websites (<http://metroroxaswd.gov.ph>), and BAC Bulletin Board



Republic of the Philippines
METRO ROXAS WATER DISTRICT
MRWD Bldg., Km. 1, Roxas City 5800, Philippines
BIDS & AWARDS COMMITTEE
Checklist of Requirements for Bidders

ELIGIBILITY & TECHNICAL REQUIREMENTS (TECHNICAL ENVELOPE), AND FINANCIAL REQUIREMENTS (FINANCIAL ENVELOPE) FOR THE PROCUREMENT OF GOODS IN ACCORDANCE TO THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF R. A. 9184

Name of Project: **Contract for the Supply, and Delivery of Two (2) Units Electromagnetic Flow Meter including Installation, Testing, and Commissioning**

Approved Budget for the Contract (ABC): **Php 800,000.00**

Pre-bid Conference: **September 23, 2019 at 9:00 A.M.**

Deadline for the Submission and Opening of Bids: **October 7, 2019 at 9:00 A.M. (MRWD Bundy Clock)**

Delivery Period: **Within 60 Calendar Days from receipt of Contract, Purchase Order and Notice to Proceed**

Payment Period: **Within 30 Calendar Days after Inspection and Final Acceptance**

First Envelope (Technical Proposal)

✓ ELIGIBILITY REQUIREMENTS:

Class "A" Documents

Legal Document

1. Valid PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Document

2. Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid: and

Statement of the Bidder's single largest completed contract (SLCC) similar to the contract to be bid, in accordance with ITB Clause 5.4, within the relevant period as provided in the **BDS**. A bidder must have at least one (1) single largest completed contract equivalent to or at least fifty percent (50%) of the ABC for the last five (5) years which is similar in nature to the goods being offered:

The statement shall include, for each contract, the following:

- (1) name of the contract;

- (2) date of the contract;
- (3) contract duration;
- (4) owner's name and address;
- (5) kinds of Goods;
- (6) For Statement of Ongoing Contract – amount of contract and value of outstanding contracts;
- (7) For Statement of SLCC – amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement;
- (8) date of delivery; and
- (9) end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements.

Financial Document

- ✓ 3. Net Financial Contracting Capacity (NFCC) computation which must be at least equal to the Approved Budget for the Contract (ABC) in accordance with ITB Clause 5.5 or a committed Line of Credit from a universal or commercial bank which must be at least equal to ten percent (10%) of the ABC;

Class "B" Document

- 4. If applicable, the JVA, in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 23.1 (b) of the IRR;

Additional Eligibility Requirements (Class "A" Documents)

Legal Documents

- ✓ 5. Valid Registration Certificate from Security and Exchange Commission (SEC) for corporation and partnership, Department of Trade and Industry (DTI) for sole proprietorship; Cooperative Development Authority (CDA) for cooperatives; or any proof of registration with Articles of Incorporation, Partnership, whichever is applicable and appropriate including amendments thereto, under existing laws of the Philippines;
- ✓ 6. Valid Mayor's Permit/Municipal License issued by the city or municipality where the principal place of business of prospective bidder is located;
- ✓ 7. Valid BIR Registration Certification which contains the Taxpayer's Identification Number;
- ✓ 8. Valid Tax clearance per E.O. 398, s.2005, as finally reviewed and approved by the BIR (GPPB Res.21-203, 30 July 2013);

Financial Document

- ✓ 9. Audited financial statements, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, showing, among others, the prospective bidder's total and current assets and liabilities for the preceding calendar year, which should not be earlier than two (2) years from bid submission;

Technical Requirements:

Class "B" Documents

Technical Documents

10. Bid Security in accordance with ITB Clause 18. Bidders may submit the **Bid Securing Declaration (BSD)** or any bid security acceptable forms in the Bidding Documents the amount of which shall be not less than the percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Equal to Percentage of the ABC)
Cash or cashier's/manager's check issued by a Universal or Commercial Bank;	Two percent (2%) = Php16,000.00
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank;	
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security;	Five percent (5%) = Php40,000.00

11. Conformity with the technical specification as enumerated and Specified in Section VI (Schedule of Requirements) and Section VII (Technical Specifications) of the bidding documents;
12. Duly Notarized Omnibus Sworn Statement in accordance with Section 25.3 of the Revised IRR of RA 9184 and using the form prescribed in Section VIII. Bidding Forms;
13. For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.

Additional Technical Requirements (Class "B" Documents)

14. Duly Notarized Authority of the Signatory:
- For Sole Proprietorship- "Special Power of Attorney" issued by the proprietor granting full power and authority to do, execute and perform any and all acts necessary for the bidding at hand;
 - For Corporation, Cooperative, or Joint Venture- "Secretary's Certificate" issued by the Corporate Secretary indicating the Board Resolution No., if any, granting full power and authority to do, execute and perform any and all acts necessary for the bidding at hand; or
 - For Partnership – a "Joint Special Power of Attorney (SPA)" issued by concerned Partners granting full power and authority to do, execute and perform any and all acts necessary for the bidding at hand.

15. Duly signed Production/ Delivery schedule indicating its commitment to deliver the Goods within 60 calendar days from receipt of Contract, Purchase Order and Notice to Proceed;
16. Duly signed Technical Offer with the following complete data: item number, unit, item description, quantity, remarks (Complying or non-complying), reference/brand/manufacturer's name of the Goods offered, printed name and signature of the authorized signatory and its designation;
17. Valid ISO 9001-2015 Quality Management System Accreditation Certificate;
18. Permit to operate as Manufacturer of the Goods being offered or in case of Dealer/Distributor, Dealership/Distributorship Certificate issued by the Manufacturer of the Goods being offered with contact number and contact person written in English;
19. Operation Manual (hard and soft copy) or Brochures, and ~~for~~ Shop Drawings of all the items stipulated under Section VI (Schedule of Requirements) of the bidding documents.
20. Two (2) Years Warranty Certificate of the offered goods;
21. Calibration Certificate from the Manufacturer;
22. Certificate of after-sales service and availability of spare parts within five (5) Years from the Date of Final Acceptance of the Contract. *Issued by the bidder* The Certificate shall be issued by the licensed Dealer/Distributor of the Manufacturer of the Goods being offered;
23. Certification from the bidder the fact that has no pending delivery with MRWD Certificate of Acceptance duly signed by Supervising Procurement Officer on the latest completed delivery, if any.

Second Envelope (Financial Proposal)

1. Duly signed Financial Proposal Form with the following data:
 1. Supplier's/ Company's name;
 2. Address of the company or office address;
 3. Date;
 4. Unit Price for each item;
 5. Total Price per item;
 6. Total Bid Proposal in figure;
 7. Amount in words of the Total Bid Financial Proposal;
 8. Supplier's name
 9. Supplier's signature over printed name
 10. Designation in the company of the signatory;
 11. Tax Identification Number (TIN)
 12. Date signed; and Telephone or Fax No.
2. Duly signed Bid Form.

Note:

1. *The Checklist of Requirements for Bidders shall form part of the bidding documents. Any discrepancy among the list of requirements indicated in Section II of the bidding documents and the Checklist of Requirements for Bidder's, the latter shall prevail.*
2. *Participating bidders are required to use/follow the prescribed forms issued upon purchase of the bidding documents.*
3. *Bidders must submit one (1) original copy and three (3) certified copies by the bidder or its duly authorized representative/s for each of the required documents.*
4. *Bidder must submit two (2) sealed envelope for Technical Proposal and Financial Proposal.*

For the information and guidance of all concerned.

Approved by:

ATTY. DANTE A. ARCANGELES
Chairperson *per*
Bids and Awards Committee

PURCHASE REQUEST
METRO ROXAS WATER DISTRICT

Department:	Engineering	PR No.:	<u>19-06-120</u>
Division:	Planning & Design	Date:	June 28, 2019

Stock Number	Unit	Item Description	Quantity	Estimated Unit Cost	Estimated Total Cost
	unit	ELECTROMAGNETIC FLOW METER * Meter Size : DN 150 (6 inch) * Accuracy : +/- 0.40% of Flow rate * Electrodes Materials : Hastelloy C * Linear Materials : P EPDM * End connection Flange : ANSI 16.5 class 150 * Protection rating : IP 68 corrosion resistance coating * With remote Mounted Indicating display (Flowrate, Totalizer, Flow direction) * Enclosure : Stainless steel top housing (A ISI 316) and coated brass bottom * Remote wall mounted bracket in stainless steel (AISI 304) * Supply : Battery Operates 2 D-Cell Flow meter Transmitter with one (1) spare battery WITH INSTALLATION, TESTING AND COMMISSIONING THIS IS TO CERTIFY THAT THE ITEMS STATED ABOVE ARE INCLUDED IN THE APP OF HIS OFFICE. RESO #53 & 54 SHALMAHR B. VITO SUPERVISING PROCUREMENT OFFICER	2	400,000.00	800,000.00
				Total Amount	800,000.00

Purpose: For BAHIT WTP conversion from ground to surface water resource source
 AS PER BOARD RESOLUTION No. 53 & 54 SERIES 2019

Signature:	Requested by:	Approved by:
Name:	JESUS F. BACUTA Project Planning & Development Officer B	GONZALO GLEN B. DELGADO General Manager B
Designation:	MANUEL B. SALAZAR CNCR, Acting Dep't. Mng'r B Eng'g. & Operations Dep't.	