



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

Request for Quotation SMALL VALUE PROCUREMENT No. 021 -2021

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

Name of Project: ENGAGEMENT OF SERVICES OF A CERTIFYING BODY TO CONDUCT ASSESSMENT AND AUDIT OF THE ISO 9001-2015 STANDARD REQUIREMENTS

Location: METRO ROXAS WATER DISTRICT

Brief Description: ENGAGEMENT OF SERVICES OF A CERTIFYING BODY TO CONDUCT ASSESSMENT AND AUDIT OF THE ISO 9001-2015 STANDARD REQUIREMENTS

Approved Budget for The Contract (ABC): Php300,000.00

Source of Funds: MRWD CORPORATE BUDGET FOR FISCAL YEAR 2021

Mode of Procurement: SMALL VALUE PROCUREMENT

Delivery of Services: FIFTEEN (15) CALENDAR DAYS FROM RECEIPT OF PURCHASE ORDER

Payment Term: 30-45 CALENDAR DAYS AFTER COMPLETE RENDITION OF SERVICES

The schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedules</i>
1. Advertisement	March 16-19, 2021
2. Issuance of the Request for Quotation	March 16-19, 2021
3. Deadline for the Submission, Opening and Examination of Both Technical and Cost Proposal	March 22, 2021 at 1:00 PM
4. Post Qualification of Bids	March 23, 2021

Note:

- MRWD shall deal only with legitimate consultant/s that issue BIR-registered official receipts, with valid Mayor's Permit and DTI Business Name Registration Permit or Security and Exchange Commission (SEC) Registration Certificate, whichever may be appropriate under existing laws of the Philippines.
- Quoted prices shall be inclusive of Value Added Tax and shall be firm and valid for not less than (30) days from the date of receipt of quotation.
- MRWD reserves the right to post-qualify any supplier and/or to reject any or all submitted quotations.
- Job Order shall be awarded to consultant with the lowest price quotation.
- Payment processing to commence only after inspection and acceptance by the End-User and Inspectorate Team.
- Any quotation submitted after the deadline shall automatically be rejected and will not be accepted.
- The MRWD shall evaluate bids using the Quality-Cost Based Evaluation (QCBE). The MRWD shall allocate the Technical Proposal weighing Seventy Percent (70%) and Cost/Financial Proposal weighing Thirty Percent (30%).

The MRWD Bids and Awards Committee reserves the right to accept or reject any bids, to waive minor informality in the quotations received, declare a failure of shopping for any justified and reasonable grounds, and to award the contract to the bidder whose bid, as evaluated by the BAC is the most advantageous offer for the District.

All bidders are requested to download in the Philippine Government Electronic 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.


TERESITA A. DELOTAVO
Chairperson

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

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Place(s) of Publication: PhilGEPS and MRWD Website (<http://metroroxaswd.gov.ph>), and MRWD BAC Bulletin Board.

METRO ROXAS WATER DISTRICT

Roxas City

REQUEST FOR QUOTATION

P.R. No. : 21-03-049

Date: _____

Supplier's Name: _____

Address: _____

Telephone: _____

Email Address: _____

Approved Budget for the Contract (A.B.C.) : P300,000.00

Stock No.	DESCRIPTION	Quantity	Unit	Brand Name	Unit Cost	Total
	ISO 9001: 2015 Quality Management System Certification of Metro Roxas Water District					
	Number of Personnel: 152					
	Initial Registration Activities					
	Application Fee					
	Registration Audit - Stage 1					
	Administrative/Certificate Fee					
	Auditors Travel Expenses					
	First Surveillance Audit					
	Administrative/Certificate Fee					
	Auditors Travel Expenses					
	Second Surveillance Audit					
	Surveillance Activities					
	Administrative/Certificate Fee					
	Auditors Travel Expenses					
	Scope of Registration: Supply of Water Services					
	Note: Inclusive of Auditor's travel and expenses and complimentary of all weather banner and registration stickers					

Deadline of Submission: **March 22, 2021 @ 1:00PM**

Place of Submission: **MRWD Bldg., KM-1, Roxas City**

Place of Delivery: **MRWD Bldg., KM-1, Roxas City, Capiz**

Delivery Period : **Within 15 Days upon receipt of P.O.**

Mode of Payment : **Within 30 -45 Calendar days after complete rendition of services**

Note: 1. Price Quotation must be VAT inclusive.

2. Certification from the bidder stating the fact that it has no delinquent delivery to Metro Roxas Water District.

3. The BAC has the right to post-qualify and reject any bid with inferior specifications/quality..

Grand Total : _____

Requested by:

Prices Quoted by:



MS. TERESITA A. DELOTAVO

Chairperson
Bids and Awards Committee

Supplier's signature over printed name