



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 SUBMIT PRICE QUOTATIONS
SMALL VALUE
No. 026-2021

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: SUPPLY AND DELIVERY OF VARIOUS GREASE

Location: MRWD BLDG., KM. 1, ROXAS CITY

Brief Description: SUPERIOR FOOD MACHINERY GREASE, SUPER BEARING GREASE, EL-K80 ELECTRIKLEEN, GREASELESS LUBRICANT

Approved Budget for The Contract (ABC): P116,000.00

Source of Funds: MRWD CORPORATE BUDGET FOR FISCAL YEAR 2021

Mode of Procurement: SMALL VALUE

Delivery of Goods: WITHIN THIRTY (30) CALENDAR DAYS FROM RECEIPT OF PURCHASE ORDER

Payment Term: WITHIN THIRTY (30) CALENDAR DAYS AFTER INSPECTION AND ACCEPTANCE

The schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedules</i>
1. Advertisement	March 26 to 29, 2021
2. Deadline for the submission of Price Quotations	March 30, 2021 at 12:00 Noon
3. Opening of Price Quotation, Evaluation, and Post Qualification	March 30, 2021 at 2:00 P.M.

Note:

1. MRWD shall deal only with legitimate supplier/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.
2. 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.
3. Purchase Order may be awarded to supplier with the lowest price quotation. Provided, however, MRWD reserves the right to post-qualify any supplier and/or to reject any or all submitted quotations.
4. Delivered item is subject for inspection and acceptance.
5. Payment processing to commence only after inspection and acceptance by the Property/Supply Officer and Inspectorate Team.
6. Any quotation submitted after the deadline shall automatically be rejected and will not be accepted.
7. Certification from the bidder stating the fact that it has no delinquent delivery to Metro Roxas Water District

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 small value procurement 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
BAC Chairperson

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

Contact Person: **MARJORIE A. DELA CRUZ**
Head- BAC Secretariat
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bac.mrwd1976@gmail.com

METRO ROXAS WATER DISTRICT
Roxas City

REQUEST FOR QUOTATION

P.R. No. : 21-03-067
Date: _____

Supplier's Name: _____
Address: _____
Telephone: _____
Email Address: _____

Approved Budget for the Contract (A.B.C.) : P116,000.00

Stock No.	DESCRIPTION	Quantity	Unit	Brand Name	Unit Cost	Total
1	Superior Food Machinery Grease	1	pail			
	* Purity-controlled-Formulated specially for clean environment application					
	* Withstands variety of acids common to food production					
	* Provides excellent water and wash-out resistance					
2	Super Bearing Grease	1	pail			
	* Quality engineered for high-impact and extreme-pressure conditions					
	* Super Supplement and "Megalite" additives ensure unmatched performance					
	* Resists water to protect against corrosion and oxidation					
3	EL-K80 Elektrikleen	12	cans			
	* Grease dissolving cleaner					
	* Removes, without risk old grease, oil, dust and foreign matters on all mechanical and electronic equipments					
	* Effective degreasing effect					
4	Greaseless Lubricant	6	cans			
	* 11 wt. oz. / 312g / 379ml aerosol					
	* Provides a dry, thin lubricating film					
	* Resist oil, dust, and dirt build-up					
	* Displaces moisture					
	* Non-conductive					


Deadline of Submission: **March 30, 2021 @ 12nn**
Place of Submission: **MRWD Bldg., KM-1, Roxas City**
Place of Delivery: **MRWD Bldg., KM-1, Roxas City, Capiz**
Delivery Period : **Within 30 Days upon receipt of P.O.**
Mode of Payment : **Within 30 Days after full delivery of goods.**

Grand Total : _____

- 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..
4. Any Bid without/incomplete brand name of the product being offered shall be disqualified.

Requested by:

Prices Quoted by:


MS. TERESITA A. DELOTAVO
Chairperson
Bids and Awards Committee

Supplier's signature over printed name