



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 PROCUREMENT**  
**No. 045-2023**

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 ONE (1) SET OF 400HP AUTO TRANSFORMER INCLUDING INSTALLATION, TESTING, AND COMMISSIONING**

**Brief Description:** **ONE (1) SET OF 400HP AUTO TRANSFORMER 400HP INCLUDING INSTALLATION, TESTING, AND COMMISSIONING (WITH ONE (1) YEAR WARRANTY**

**Approved Budget for The Contract (ABC):** **P400,000.00**

**Source of Funds:** **MRWD CORPORATE BUDGET FOR FISCAL YEAR 2023**

**Mode of Procurement:** **SMALL VALUE 53.9**

**Delivery of Goods:** **WITHIN SIXTY (60) DAYS CALENDAR DAYS FROM RECEIPT OF PURCHASE ORDER**

**Place of Delivery/Services:** **MRWD WATER TREATMENT PLANT, BGRY. SALOCON, PANIT-AN, CAPIZ**

**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	April 20, 2023 to April 24, 2023
2. Deadline for the submission of Price Quotations	April 25, 2023 at 12:00 Noon
3. Opening of Price Quotation, Evaluation, and Post Qualification	April 25, 2023 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.

**(Originally Signed)**  
**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  
Tel. No. 6210-737 or 6210-044 local 125  
TeleFax No. (036) 6217-492 or 6217-382  
Email Address: marjorie.delacruz@metroroxaswd.gov.ph

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

*MRWD Bids and Awards Committee*



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## REQUEST FOR QUOTATION

**Company Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Tel. No.** \_\_\_\_\_  
**Fax No.** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

<b>PR No.:</b>	23-04-097
<b>Mode:</b>	Small Value 53.9
<b>APP Code</b>	254.11.C/ 1 06 03 110 E

Please quote your lowest government price for each of the following items specified below:

### Approved Budget for the Contract (A.B.C): **P400,000.00**

Item No.	Specifications	Quantity	Unit	Brand Name	Unit Cost	Total
<b>1</b>	<b>SUPPLY AND DELIVERY OF ONE (1) SET OF 400HP AUTO TRANSFORMER INCLUDING INSTALLATION, TESTING, AND COMMISSIONING</b>	<b>1</b>	<b>set</b>			
	1 unit 400 HP Auto Transformer, for Reduced Voltage Motor					
	Starting, 3 Phase, 60 Hz, Rated Voltage: 460 Volts, with standard					
	tapping of 0%, 50%, 65%, 80% and 100% Copper Winding.					
	<b>FEATURES:</b>					
	<b>A.</b> Ambient Temperature the inherent or exiting temperature of					
	the atmosphere surrounding a transformer installation.					
	Transformer are designed to operate in a 30°C average ambient					
	temperature with a 40°C maximum during any 24 hour period.					
	<b>B.</b> ANSI American National Standards Institute is the recognized					
	body which specifies that standard on transformers. ANSI C 89.1					
	and C 5.12 are the standards most often used for transformers.					
	<b>C.</b> BIL Basic Insulation Level is a measure of the ability of the					
	insolation system to with stand very high voltage.					
	<b>D.</b> Continues Rating Refer to the load that a transformer can					
	handle indefinitely without exceeding the specified temperature					
	rise.					
	<b>E.</b> Control Transformer usually referred to as an industrial Control					
	Transformer. A Transformer which is designed for good voltage					

	regulation characteristics when low power factor, large inrush					
	currents are drawn.					
	<b>F. Conductor Losses</b> caused by the resistance of the transformer					
	winding and usually measured at 25, 50, 75 and 100 percent of					
	load.					
	<b>G. Core Loss</b> Losses caused by a magnetization of the core and its					
	resistance to magnetic flux.					
	regulation characteristics when low power factor, large inrush					
	currents are drawn.					
	<b><i>Bidder's must Attached the following:</i></b>					
	<b><i>1. Brochure &amp; Drawing</i></b>					
	<b><i>2. One (1) Year Warranty Certificate</i></b>					

**GRAND TOTAL:** \_\_\_\_\_

Deadline of Submission: **April 25, 2023 @ 12:00nn**

Place of Submission: **MRWD Water Treatment Plant, Brgy. Salocon Panit-an, Capiz**

**INSTRUCTION TO BIDDERS:**

1. Bidder's must submit their **bids together with the following requirements;**

/	<b>Valid Mayor's/Business Permit 2023;</b>
/	<b>Valid PhilGEPS Registration Certificate/Number</b> (if applicable Pursuant to Appendix A of RA 9184);
	<b>Income/Business Tax Return</b> (if applicable Pursuant to Appendix A of RA 9184);
/	<b>Certificate of BIR Registration;</b>
/	<b>Valid and Current SEC/DTI Certificate; and</b>
/	<b>Omnibus Sworn Statement</b> (if applicable Pursuant to Appendix A of RA 9184).

2. Bids/Quotation may be submitted in a sealed envelope, thru fax at **6217- 492** and email us at [marjorie.delacruz@metroroxaswd.gov.ph](mailto:marjorie.delacruz@metroroxaswd.gov.ph) **on or before** the deadline of submission of bids.
3. DELIVERY PERIOD: **Within 60 Days upon receipt of P.O.** (Pls. State reason/justification if delivery cannot be made within the period herein stated); \_\_\_\_\_.
4. Terms of Payment: **Within 30 Days after full delivery of goods;**
5. Total price quoted above subject to withholding tax and payable check;
6. Place of Delivery: **MRWD Bldg., Km.1, Roxas City.**

**NOTE:**

- Price Quotation must be VAT inclusive.
- Certification form the bidder stating the fact that it has no delinquent delivery to Metro Roxas Water District.
- The BAC has the right to post-qualify and reject any bid with inferior specifications/quality.
- Any Bid without/incomplete brand name of the product being offered shall be disqualified.

**(Originally Signed)**  
**MS. TERESITA A. DELOTAVO**  
Chairperson  
Bids and Awards Committee

\_\_\_\_\_  
Name of Bidder's Authorized Representative (Print Name)

\_\_\_\_\_  
Signature/Date

Canvassed By:

**GIO CARLO DELFIN**

## Letter of Certification

Date: \_\_\_\_\_

The Bids and Award Committee  
METRO ROXAS WATER DISTRICT  
MRWD Bldg. Km. 1 Roxas City

This is to certify that \_\_\_\_\_, has no  
delinquent delivery to Metro Roxas Water District.

Supplier's Name:

\_\_\_\_\_

Date Signed: \_\_\_\_\_

*Verified by:*

**SHALMAHR B. VITO**  
DIVISION MANAGER B  
PROPERTY/SUPPLY AND PROCUREMENT