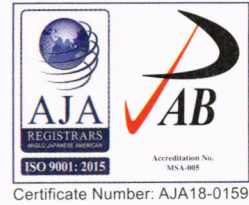




Republic of the Philippines
 Department of Finance
INSURANCE COMMISSION
 1071 United Nations Avenue
 Manila



REQUEST FOR QUOTATION

The Insurance Commission (IC), through its Bids and Awards Committee (BAC), invites all interested suppliers, which are **registered in the Philippine Government Electronic Procurement System (PhilGEPS)**, to submit their *lowest price* on the items listed below, subject to the Terms and Conditions stated herein, and submit their quotations duly signed by their authorized representatives not later than **31 July 2019 at 12:00 Noon.**

NAME OF PROJECT	Rebidding of Supply of Labor, Materials and Installation of Electricity for the Insurance Commission (IC) Canteen
REFERENCE NO. /PR NO.	2019-03-079
LOCATION	Insurance Commission
APPROVED BUDGET FOR THE CONTRACT	Four Hundred Fifty Thousand (Php 450,000.00)
DELIVERY PERIOD	Must be Completed within Forty-Five (45) CALENDAR DAYS upon receipt of Notice to Proceed (NTP)

I. TERMS OF REFERENCE

Supply of Labor, Materials and Installation of Electricity for the Insurance Commission (IC) Canteen at the Insurance Commission located at 1071 United Nations Avenue, Manila.

II. SCOPE OF WORK

A. ELECTRICAL PLAN

- Preparation of As Built Plan for electrical permit approval
- Blue print seven (7) sets
- Sign and by Professional Electrical Engineer
- Endorse the said plan to the authority concern for checking
- If approved, endorse the electrical plan to the chief electrical division for signing
- The said electrical plan will proceed to record section for numbering

- B. Application and approval of Electrical permit at the Manila City Hall
- C. Submission of government approved plan to the MERALCO to secure approval for the additional meter base installation in order to secure “yellow card”
- D. Mobilization
- E. Installation of wirings and meter base
- F. Demobilization
- Meter Base Deposit is to be shouldered by the Procuring Entity amounting to Php100,000.00

III. DELIVERY PERIOD

1. **Supply of Labor, Materials and Installation of Electricity for the Insurance Commission (IC) Canteen** must be not more than **Forty-Five (45) days** upon receipt of the **Notice To Proceed (NTP)**.

IV. MODE OF PROCUREMENT

1. The mode shall be Negotiated Procurement – Small Value Procurement as provided under Section 53.9 of the Revised implementing Rules and Regulations (RIRR) of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

V. TERMS OF PAYMENT

1. The price quotation, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
2. The quoted prices shall be considered fixed and not subject to price escalation during contract implementation.
3. Price validity must be for a period of thirty (30) days from submission of quotation.
4. Partial Payment of 50% of the total contract price for the administrative expenses of the project shall be paid to the winning contractor upon issuance of the Notice to Proceed, and the balance payable upon completion of the project. The IC shall not be held liable for any delay in the payment under reasonable and acceptance circumstances.