



# PEÑARANDA WATER DISTRICT

Gomez St. Poblacion II, Peñaranda, Nueva Ecija

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PeñWD-PF #005-18

Date: November 27, 2020

## REQUEST FOR QUOTATION

(Small Value Procurement)

Quotation No.: 001-2021

The Peñaranda Water District through its 2021 Corporate Operating Budget intends to apply the total amount of **Three Hundred Thirty-Six Thousand Pesos (₱ 336,000.00)** being the ABC to payment for the Procurement of Security Services for Peñaranda Water District Administration Building.

Please quote your lowest price on the **Procurement of Security Services of Two (2) Guards for Twelve (12) months or One (1) year from January 01, 2021 to December 31, 2021**, stating the shortest time of delivery and send personally on a sealed envelope duly signed by your representative not later than **5:00 p.m. of 03 December 2020** to the following address:

Bids and Awards Committee Secretariat  
Peñaranda Water District  
Gomez St., Poblacion II  
Peñaranda, Nueva Ecija

(signed)  
**AVELINO G. ABELLO**  
BAC Chairperson

### NOTE:

1. As a government agency, Peñaranda Water District shall deal only with legitimate Security Agency which issue BIR-registered official receipts.
2. All entries shall be typewritten.
3. Quoted prices shall be inclusive of applicable taxes and shall be firm and valid for a period of at least thirty (30) days from the date of receipt of quotation & shall be binding upon the supplier within the period.
4. The security agency shall begin carrying out the Services starting on January 01, 2021.
5. Warranty shall be for a period specified in the Contract.
6. PWD reserves the right to post-qualify any supplier and/or to reject any or all submitted quotations.
7. The contract shall be awarded to the lowest calculated responsive bid.
8. Valid PhilGEPS Registration Certificate shall be submitted with the quotation.
9. **Request for Quotation and Quotation Form** may be purchased and/or downloaded by interested Bidders at PhilGEPS or PeñWD website on **November 28-December 03, 2020**, provided payment of nonrefundable fee of Five Hundred Pesos (P500.00) was made to the PeñWD cashier or by bank transfer using the following details:

Bank name: Land Bank of the Philippines  
Account Name: Peñaranda Water District  
Account Number: 1532-1051-09  
Bank branch name: Gapan City  
Account Type: Current Account

**QUOTATION FORM**

ITEM NO.	ITEM & DESCRIPTION (TECHNICAL SPECIFICATIONS)	QUANTITY	PRICE	NO. OF MONTHS	TOTAL PRICE
1.	Procurement of Security Services of Two (2) Guards for Twelve (12) months or One (1) year on twelve (12) hours/guard/day rotation	2 Guards			

Name of Bidder : \_\_\_\_\_

Commencement of Services : \_\_\_\_\_

Warranty : \_\_\_\_\_

Bid Validity : \_\_\_\_\_

After having carefully read and accepted your conditions above, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
Print Name / Signature

Tel. No. \_\_\_\_\_

Fax No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_

TIN No. \_\_\_\_\_

## TECHNICAL REQUIREMENTS

### 1. SECURITY GUARDS:

- a) Must be at least high school graduate.
- b). At least twenty one (21) years of age and above.
- c) At least 5'4" tall.
- d) Must be physically and mentally fit (medical certificate attached), as indicated in a neuro-psychiatric clearance for PNP and DOH-accredited institution and confirmed by a physician of the corporation.
- e) Of good moral character and cleared by law enforcement or police agencies and other government offices issuing clearance for employment and without previous record of any conviction by final judgment of a criminal offence involving moral turpitude. Must possess honorable discharge documents, if with military background. Copies of clearance shall be furnished the Peñaranda Water District.
- f) Must be holder of Certificate of Training for Security Guards and other requirements of RA 5487 as amended. (Must be duly attached as part of Technical Requirements).
- g) Trained in safe handling of firearms with Certificate from PNP Accredited Training Center.
- h) Must maintain good grooming, preferably military haircut.

### 2. SECURITY AGENCIES:

- a) The Security Agency must be in business for at least two (2) years and still in operation.
- b) Must be registered with PHILGEPS.
- c) Must have a valid and current Regular License to Operate a Private Security Agency issued by the PNP-Supervisory Office for Security and Investigation Agencies (SOSIA); (Original/Certified True Copy).