

October 4, 2024

P-RFQ No. 2024-101

REQUEST FOR QUOTATION

**INSTALLATION OF REMOTE SURVEILLANCE OF SITIO BATO AND MANGGAHAN PUMP STATION
(WR-2024-09-014)**

The Santa Maria Water District (SMWD) hereinafter referred to as “the Purchaser”, through its Bids and Awards Committee (BAC), invite interested parties to submit price quotation for the project, “**INSTALLATION OF REMOTE SURVEILLANCE OF SITIO BATO AND MANGGAHAN PUMP STATION**” through Small Value Procurement (Sec. 53.9 of R.A. No. 9184) with Approved Budget for the Contract (ABC) of Three Hundred Forty-Eight Thousand Pesos Only (**₱348,000.00**).

	Description	Qty	Unit	Unit Cost	Total Amount
1	1. Installation of a closed-circuit television system in Sitio Bato and Manggahan Pump Station. 2. Installation of recorder and monitors in the command center at SMWD building. Supply, delivery, installation and deployment of a new CCTV system consisting of 6 CCTV cameras per pump station, 1 Central Video Management Server. - Shall be capable of integration with additional CCTV system. - Must be able to store or record video for at least 30 days.	1	LOT		
	*** nothing follows ***				

The Terms of Reference (TOR) has been attached hereto and shall form part of the Contract Agreement. The project coverage, scope of work, terms of payment and general conditions are stated therein. Any stipulations in the general condition shall be complied with.

Procurement procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act).

It is the intent of the Procuring Entity to evaluate the quotation/proposal for the project and award will be made to the proposal/quotation resulting in the overall lowest cost, meeting purchaser’s technical specifications.

Likewise, in accordance with Section 54.6 and Appendix A of Annex "H" (Consolidated Guidelines for the Alternative Methods of Procurement) of the IRR of RA No. 9184, the supplier shall provide the following documentary



requirements as a **condition for award** of the contract. The documents shall be attached together with the quotations.

1. PhilGEPs Registration Number
2. Mayor's/Business Permit
3. Photo Copy of Sample Official Receipt (OR)
4. Certificate of Registration (BIR FORM 2303); and
5. Duly Notarized Omnibus Sworn Statement.

Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

Payment shall be through check and advance payment is not allowed. Payment shall only be made upon completion of delivery of all items.

All quotations may be typewritten or handwritten and may be placed in sealed envelope marked "**INSTALLATION OF REMOTE SURVEILLANCE OF SITIO BATO AND MANGGAHAN PUMP STATION**" (RFQ No. 2024-101) and must be submitted on or before **October 9, 2024, 11:00AM** at the SMWD main office. It may also be sent thru email on our official email address at smwdbulacan@yahoo.com on the specified time stated above and address to the **BAC Chairperson, Maria Leonora S. Romarate**.

Quotations shall be valid for thirty (30) calendar days from the deadline of submission of the same.

PROJECT SITE: Sitio Bato and Manggahan Pump Station, Santa Maria, Bulacan
SMWD Building, 302 J.P. Rizal St., Poblacion, Santa Maria, Bulacan

The prospective contractor shall submit the duly accomplished Quotation/Proposal Form and Other Documents that will be required by the Procuring Entity.

The Santa Maria Water District reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected supplier or suppliers. SMWD also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to the government.

Prepared by:

Sgd.

Romel P. Lazaga
Procurement Assistant

Noted by:

Sgd.

Maria Leonora S. Romarate
BAC Chairperson



Santa Maria

WATER DISTRICT

TERMS OF REFERENCE FOR THE INSTALLATION OF REMOTE SURVEILLANCE OF SITIO BATO AND MANGGAHAN PUMP STATION

I. OBJECTIVE

- To engage the services of a Supplier/Contractor with the necessary expertise, experience, and capacity to provide the needs of SMWD for the installation of remote surveillance providing real-time monitoring of the status of the pump station.
- To provide improvement on water source facilities and promote security.
- To enforce rules and regulations of the Santa Maria Water District and make responsive decisions concerning the effective enforcement of safety and security policies.

II. APPROVED BUDGET FOR THE CONTRACT (ABC)

Three Hundred Forty-eight Thousand. (P 348,000.00)

III. PROJECT COVERAGE

1. Installation of a closed-circuit television system in Sitio Bato and Manggahan Pump Station.
2. Installation of recorder and monitors in the command center at the SMWD building.

IV. SCOPE OF WORK

1. Supply, delivery, installation, and deployment of a new CCTV system consisting of 12 CCTV cameras, 1 Central Video Management Server, 1 CCTV Storage, 1 workstation, and 2 monitors at the new SMWD Building – Water Resource Command Center.
 - Shall be capable of integration with additional CCTV system.
 - Must be able to store or record video for at least 30 days.
2. Delivery service shall be free of charge; Delivery at 302 J.P. Rizal St., Poblacion, Santa Maria Bulacan.
3. The Contractor shall perform the installation, testing, and commissioning of all equipment. All necessary tests, services, and inspections to ensure the system functions shall be checked and approved before the acceptance test. Consideration shall be given to the fact that installation or tests of other systems within the same building may be carried out during the same period.
 - The work includes the furnishings of materials, cables, consumable materials, facilities, civil works, labor, tools, equipment, test instruments, apparatus, specialties, and other services necessary to complete the installation and commissioning of the CCTV System.

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- The project must be completed within sixty (60) calendar days including delivery of equipment upon receipt of notice to proceed.
- The contractor shall have access to the site every Monday to Friday from 8 am to 5 pm starting on the date of receipt of the Notice to Proceed. All works should be coordinated with SMWD on a weekly basis and can be revoked or suspended.
- The contractor shall submit a weekly progress report.
- The contractor shall submit the following documentation to SMWD upon completion of the project.
 1. As-built diagram
 2. System brochures/documentation for systems operational & Maintenance/User Manuals-one [1] original and three [3] copies.
 3. Detailed equipment list stating the location, make model, serial numbers, firm ware among others.
 4. Result of system test as per manufacturer standards.
 5. System and Workmanship Warranty/Guarantee.
 6. Certification of Parts availability and support for One [1] year.
 7. Training Certification of attendees for Operations and Maintenance of the system.
- As soon as the commissioning of the equipment and system have been completed, the Contractor shall amend or correct all his Approved Drawings, if so required, furnish three (3) sets of prints of all “As-built” drawings showing the works as finally installed and commissioned. These drawings shall be furnished in hard-bound covers.
- One (1) set of “As-built” drawings will be submitted in digital format in a USB drive
- The “As-built” drawings shall show the general arrangement of all equipment’s and auxiliaries, positions of all electrical outlets, fittings, switches, switch-boards and control panels, cables, pipes, ducts runs, markers and underground ducts, interwiriness, schedules, plant manufacturers name plates, models and type numbers and other information necessary to facilitate routine inspection and maintenance of installation.
- Roughing-ins including supports, boxes, fittings, cover plates, mounting brackets should be provided by the contractor.

V. TERMS OF PAYMENT

1. The Santa Maria Water District shall pay the Contractor via check payment, within thirty (30) working days upon receipt of billing notice.
2. The district shall deduct seven (7%) percent from the total billing amount to cover withholding tax and expanded value-added taxes to be remitted to the Bureau of Internal Revenue (BIR).



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VI. GENERAL CONDITIONS

1. The Supplier/Contractor shall ensure that the items delivered are in accordance with the specifications required.
2. The Supplier/Contractor, in consideration of the payment to be made by SMWD of the sum of money hereinafter specified, binds itself to pay, furnish, install and complete any and all necessary permits, materials, labor, tools, equipment, supplies, utilities, transportation, superintendence, supervision and other facilities for the satisfactory performance for the supply installation, delivery, testing and commissioning of One (1) Lot CCTV Remote Surveillance System at Santa Maria Water District.
3. The Supplier/Contractor shall be fully responsible for the safety of his men and clearly understand and agree that no employer – employee relationship shall exist between the Supplier/Contractor’s men and SMWD. Any damaged caused by the Contractor or its personnel to any property of SMWD or injury or death to a third party shall be the sole responsibility of the Supplier/Contractor and the latter shall pay the cost or shoulder the burden thereof.
4. The Santa Maria Water District shall be free from any kind of claims, damages, liabilities or courses of action in the event the Supplier/Contractor violates any terms and conditions hereof, including any and all liabilities arising from the Supplier/Contractor’s non – compliance with the requirements of the Workmen’s Compensation, Social Security and other labor laws.
5. One (1) year warranty upon final acceptance of the project. If any of the Office Machine Equipment developed trouble and or malfunction within the warranty period the same shall be repair/parts replaced free of charge.
6. In case of discrepancies, on-site modifications, and other project-related concerns, the Supplier/Contractor shall coordinate with SMWD representative before execution of work.
7. Cost of transportation and technicians per diem shall be also to the account of the contractor.
8. All consumables that are necessary to complete the project shall be at the expense of the Supplier/Contractor.
9. That the Santa Maria Water District reserves the right to terminate the service of the contractor at any time before the end of the contract period if SMWD deems services are not in compliance with these terms of reference and/or not on par with SMWD policies and standards.



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10. The Santa Maria Water District reserves the right to reject any or all quotations/bids, to annul the procurement process, to reject all quotations/bids at any time before contract award, without thereby incurring any liability to the affected bidder(s), and to accept only the offer that is most advantageous to the government

Prepared by:

Sgd.

Engr. Mac Danilo C. Alejandro

Senior Engineer A – Water Resource

Checked and verified by:

Sgd.

9/30/2024

Ms. Maria Leonora S. Romarate

Chairperson - Bids and Awards Committee (BAC)

Approved by:

Sgd.

Engr. Carlos N. Santos, Jr.

General Manager 10/3/24

Signature over printed name of the Contractor: _____

Company Represented: _____

Date Received: _____



Santa Maria
WATER DISTRICT

PROGRAM OF WORK

Infrastructure

POW No. _____

Name of Project:

Installation of Remote Surveillance of Pump Station

Brief Description:

Adaptation of closed-circuit television in Sitio Bato, and Manggahan Pump Station with remote access and real-time monitoring in the command center at SMWD new building.

Source of Funds: 10604990-310

Item	Description of Work	Unit	Qty.	Unit Cost (P)	Total Cost (P)
	DIRECT COST				
	Intallation of Remote CCTV system				
	in Sitio Bato, and Manggahan PS				
A.	Mobilization/Demobilization	lot	1.00		
B.	Project Supervision	lot	1.00		
C.	Labor, Materials & Equipment				
	8 Channel 5MP Network Video Recorder	sets	2.00		
	55" LED Monitor	sets	2.00		
	Wall Mount Bracket and HDMI Cable (10m)	pc	2.00		
	2MP Bullet Network Camera Full Color	pc	8.00		
	2MP Dome Network Camera Full Color	pc	2.00		
	2MP Bullet Network Camera FC w/ Audio	pc	2.00		
	Access Point 5GHz 29dBi L. Range 450 mbps	pc	4.00		
	8 Terabyte HDD Storage Device	pc	2.00		
	2 Pair RJ45/1 DC Plug/1 CCTV Junction Box	pc	12.00		
	THHN Stranded Cable Wire	roll	2.00		
	Termination Metal Panel Box				
	CAT6 UTP Cable	roll	3.00		
	10 Port Gigabit Unmanaged Desktop Switch with 8 port PoE	set	2.00		
	220V Power Extension Cord	pc	1.00		
	16 Port Gigabit Switch Unmanaged	pc	1.00		
	Electrical Double Outlet 220V	pc	7.00		
	15 feet Tower with Metal Support	set	2.00		
	Data Cabinet 12U	set	1.00		
	Passthrough RJ45 CAT6 Connector	pc	40.00		
D.	Installation Charge and Configuration	lot	1.00		
E.	Personal Protective Equipment	lot	1.00		
	GRAND TOTAL				

Prepared by:

Sgd. *9/13/24*
Mac Daniel C. Aljandrom
Senior Engineer A - Water Resource

Verified by:

Sgd.
Ms. Jovita I. Dalmacio
Department Manager B

Approved by:

Sgd.
Engr. Carlos N. Santos, Jr.
General Manager *9/24/24*