



**PHILIPPINE NATIONAL OIL COMPANY**

PNOC Building VI, Energy Center  
Rizal Drive, BGC, Taguig City  
Tel. No.: 8789 – 7662

[www.philgeps.gov.ph](http://www.philgeps.gov.ph) / [www.pnoc.com.ph](http://www.pnoc.com.ph)

**REQUEST FOR QUOTATION / PROPOSAL**

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : **6 February 2023**  
Project Title : **Supply, Delivery and Installation of Load Break Switch at  
PNOC-Industrial Park**  
Reference No. : **2023-02-048**  
ABC : **PhP 489,000.00**  
Submission Deadline: **14 February 2023 / 10:00 AM**  
Place of Delivery : **PNOC-Industrial Park, Brgy. Batangas Dos, Mariveles, Bataan**

Accomplished Price Quotation/Proposal and Compliance Forms may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to [gsmendoza@pnoc.com.ph](mailto:gsmendoza@pnoc.com.ph) and [procurement@pnoc.com.ph](mailto:procurement@pnoc.com.ph) no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)
- Notarized Omnibus Sworn Statement - Annex "A" (Unnotarized copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment)

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.

  
**ATTY. GRACIELA M. BARLETA**  
Chairperson  
Bids and Awards Committee 

# PHILIPPINE NATIONAL OIL COMPANY

Park Management Department

PNOC Industrial Park

Batangas II, Mariveles, Bataan

## TERMS OF REFERENCE (TOR)

<b>Project</b>	:	Supply, Delivery, and Installation of Load Break Switch
<b>Project Location</b>	:	PNOC Industrial Park, Batangas II, Mariveles, Bataan
<b>Justification</b>	:	Existing Load Break Switch is currently damaged and need to be replaced immediately to isolate the Parks electrical system when fault occurred on the 13.8 kv transmission line

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### I. SCOPE OF WORK:

The contractor shall provide all necessary labor, tools, materials, equipment, supervision and technical expertise to implement and complete the "Supply, Delivery, and Installation of Load Break Switch".

The Services to be performed shall include but not limited to the following;

1. Mobilization
2. Supply, Delivery, and Installation of complete Load Break Switch including manual operating mechanism.
3. Install and remove grounding cluster on the system before and after the activity.
4. Remove existing Load Break Switch including the operating handle and turn over to PNOC.
5. Replace suspension insulator, hotline clamp, Lightning arrester and other accessories.
6. Replace hotline cable.
7. Conduct testing and commissioning of supplied materials as witnessed by PNOC representative.
8. Arrange and correct grounding cable at Load Break Switch.
9. Contractor shall provide complete documents of supplied device such as testing certificate and specification.
10. Housekeeping and demobilization

### II. MATERIALS REQUIREMENTS:

1. Load Break Switch - 1 Assembly including manual operating mechanism.  
Continuous Current:  $\geq 630$  A  
Type: 3 phase, Outdoor Type, Gang Operated  
Rated voltage: 14 kv to 17 kv  
Basic Impulse Withstand voltage: 110kv  
Compliance with IEC 60265-1 or any equivalent standard
2. Suspension Insulator - 6 units
3. Oval eye nut (5/8 diameter) - 6 units
4. Strain clamp socket eye, ball clevis (4/0 wire) - 6 units
5. Hotline clamp (15kv,#4/0) - 6 units
6. Lightning arrester – 3 units

### **III. PROJECT EXECUTION REQUIREMENTS:**

1. Contractor shall attend a scheduled kick-off meeting before the start of the project.
2. Contractor shall install caution signs and appropriate safety devices to protect all personnel working on the job site.
3. The contractor shall comply with the following requirements prior to execution of works:
  - a. PNOC Industrial Park Work Permit System; and
  - b. Safety and Health Orientations of all personnel to be conducted by PIP HSSE Officer.

Violating PNOC work permit process will be subject to a penalty of 1/10 of 1% of the total project cost.

4. Installation of grounding cluster prior work implementation.
5. Contractor must remove existing load break switch including manual operating mechanism and turnover to PNOC representative.
6. Contractor shall install new Load Break Switch in horizontal configuration that fit on existing set-up.
7. Contractor shall replace and install new manual operating mechanism.
8. The contractor must replace suspension insulator and lightning arrester including strain clamp socket eye, oval eye nut and hotline clamp.
9. The contractor must arrange and correct grounding cable at load break switch pole.
10. Contractor is required to provide complete manuals and testing certificate of the supplied materials.
11. Contractor must do testing and commissioning as witness by PNOC representative.
12. Housekeeping and demobilization.

### **IV. PROJECT DURATION**

Delivery must be completed within fifteen (15) calendar days reckoned from the date of receipt of the Notice to Proceed/Purchase Order.

### **V. WARRANTY PROVISIONS**

The warranty shall be One (1) year reckoned from the date of final turn-over and acceptance.

### **VI. DEFINITION OF SIMILAR PROJECTS**

A Project that involves supply, delivery, and installation of any protective devices, equipment, or accessories for 13.8 KV distribution line.

- VII. ABC = Php 489,000.00 (inclusive of all taxes)  
APP NO. : \_\_\_\_\_**

## PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

ITEM NO.	QTY.	UM	TECHNICAL SPECIFICATIONS	TOTAL PRICE (P)
1	1	lot	<p><b>SUPPLY, DELIVERY AND INSTALLATION OF LOAD BREAK SWITCH AT PNOC-INDUSTRIAL PARK (PIP)</b></p> <p>Pls. refer to attached terms of reference.</p> <p><b>(ABC: PhP 489,000.00)</b></p>	
Delivery Schedule:			Within Fifteen (15) Calendar Days upon receipt of Notice to Proceed (NTP)	
Project location:			PNOC-Industrial Park, Brgy. Batangas Dos, Mariveles, Bataan	

### TERMS AND CONDITIONS

1. Payment Terms: Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Organization : \_\_\_\_\_

Organization Address : \_\_\_\_\_

Tel No. / Mobile No. and Email Address : \_\_\_\_\_