



Certificate No. CIP
/5305/20/03/1123

BAGUIO WATER DISTRICT

“Serving Mankind is Serving God”



TERMS OF REFERENCE

BULK WATER SUPPLY

(on a Purchase Order basis)

Particular	Proposal/Specification
A. Project Description and Location	<ul style="list-style-type: none">The Baguio Water District intends to purchase potable water supply of 2,000 cubic meters per day. The source of the water supply should be outside Baguio City.Injection Point shall be at the Km. 8 Reservoir located along Dontogan , Tuba, Benguet.
B. Proposed Water rates	<ul style="list-style-type: none">Php _____, fixed rate with no escalation for the whole contract period
C. Terms of Contract	<ul style="list-style-type: none">1 year, renewable upon mutual agreement
D. Target date of purchase	<ul style="list-style-type: none">Upon award of the contract and signing of Notice to Proceed
E. Water Supply contract Concept	
<p>A. The contracted water demand is 2,000 cubic meters per day for a contract period of one (1) year.</p> <p>B. Water Treatment:</p> <ul style="list-style-type: none">Hypochlorination: Minimum available chlorine shall be 65% Calcium Hypochlorite; orGas Chlorination: 99% purity gas chlorine <p>C. Water Quality Standards:</p> <ul style="list-style-type: none">During the bidding process, the bidder must submit a comprehensive water analysis conducted by a DOH-accredited water testing laboratory. The analysis should provide detailed information on the bacteriological, chemical and physical components of the water source output.Throughout the contract period, the supplier must deliver potable water that complies with the 2017 Philippine National Standards for Drinking Water (PNSDW).The supplier must consistently maintain a chlorine residual level of 1.5ppm and a turbidity level of less than 5 NTU at the injection point. <p>D. Metering:</p> <ul style="list-style-type: none">The supplier shall install an electro-magnetic water meter at the Km 8. Reservoir delivery point, immediately before the water is introduced into the reservoir. The water meter will be subject to calibration and efficiency testing as needed. The supplier must conduct daily meter readings and maintain a logbook of these readings, which should be readily available for validation by the Baguio Water District any time. <p>E. Billing procedures:</p> <ul style="list-style-type: none">The supplier shall bill the Baguio Water District on a monthly basis. Water meter readings will be conducted jointly by both parties on the 30th day of each month,	

and the Baguio Water District will make payment on or before the 15th day of the following month. Monthly water consumption will be calculated by subtracting the previous month's reading from the current month's reading.

- An excess volume of up to 500 cubic meters will be allowed and paid for. However, if the supplier delivers more than 25% of the required 2,000 cubic meters daily, (i.e. more than 500 cubic meters) without prior notice and approval from the Baguio Water District, the excess volume beyond the 25% allowance will not be paid.

The supplier must provide prior notice, or subsequent notice, for any scheduled or unscheduled stoppage of operations, extending to 24 hours, due to any reason or circumstance.

Prepared by:

Signed
ENGR. NORIEL C. CALPITO
DIVISION MANAGER
PRODUCTION AND DISTRIBUTION

Reviewed by:

Signed
ENGR. REYNALDO C. JAYCO
OIC-Assistant General Manager
Technical Operations

Audited by:

Signed
MS. LUZVIMIN G. RAMOS
Internal Auditor

Approved by:

Signed
ENGR. SALVADOR M. ROYECA
GENERAL MANAGER