



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7118960
Procuring Entity OFFICE OF THE PRESIDENT
Title RFQ / PR 20-07-0353 / PROCUREMENT OF PREVENTIVE MAINTENANCE SERVICE FOR ONE (1) UNIT 500TR CENTRIFUGAL WATER COOLED CHILLER (MODEL: CARRIER 19XRV) FOR FIVE (5) MONTHS (AUGUST 2020 TO DECEMBER 2020)
Area of Delivery Metro Manila

Solicitation Number: 20-07-0353	Status	Active
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification: Goods		
Category: Airconditioning and Airconditioning Systems	Bid Supplements	0
Approved Budget for the Contract: PHP 88,000.00	Document Request List	0
Delivery Period: 5 Month/s		
Client Agency:	Date Published	18/07/2020
Contact Person: Rheajane Chu Saavedra Presidential Staff Officer II Procurement Unit, Rm 123 Mabini Hall Bldg., J.P. L Malacañang Complex, San Miguel Malacañang, Manila Metro Manila Philippines 1005 63-2-7844286 Ext.4601 procurement_unit@malacanang.gov.ph	Last Updated / Time	18/07/2020 00:00 AM
	Closing Date / Time	24/07/2020 17:00 PM

Description

A) REQUEST FOR QUOTATION

1. 5 months Preventive Maintenance Service for One (1) Unit 500TR Centrifugal Water Cooled Chiller (Model: Carrier 19 XRV) for Five (5) Months (August 2020 to December 2020)

Scope of Work and Other terms and Conditions:

1. SCOPE OF SERVICE

1.1 Monthly

1.1.1 Perform evaluation on the operating parameters of the units. Check log sheet record. Evaluate for any unusual condition.

1.1.2 Check the chiller operating performance or conduct control test if the unit on standby mode.

1.1.3 Check for unusual sound/ vibration

- 1.1.4 Check control and set points adjustments needed to improve equipment's performance.
- 1.1.5 Check voltage and current imbalance.
- 1.1.6 Check for proper level of oil and refrigerant charge.
- 1.1.7 Visual check for any traces of leaks, (water, refrigerant and oil) and perform leak test at connection found with leak
- 1.1.8 Check moisture indicating sight glass for presence of moisture.
- 1.1.9 Check the pressure drop across oil filters and driers, recommend replacement, if necessary.
- 1.1.10 Monitor the condenser and/or evaporator operating data (water/refrigerant temperature and pressure).
- 1.1.11 Check oil heater operation
- 1.1.12 Check oil level at the lower oil sight glass and upper oil sight glass.
- 1.1.13 Check guide vane and diffuser operation.
- 1.1.14 Check moisture indicator at the motor cooling line
- 1.1.15 Check the condition of external pressure gauges and thermometers. Check for leaks, tighten, if necessary.
- 1.1.16 Check the temperature of starter main terminals and power cables.
- 1.1.17 Observe proper loading and unloading of the compressor capacity controllers and mechanisms.
- 1.1.18 Check for excessive cooler approach, make recommendations, if necessary.
- 1.1.19 Check for excessive condenser approach, make recommendations, if necessary.
- 1.1.20 Perform automated control test
- 1.1.21 Record operating data.

1.2 Quarterly

- 1.2.1 All scope under monthly
- 1.2.2 Check safety devices including flow switches, differential pressure switches, oil and refrigerant pressure gauges, oil pressure switches and interlocks, if applicable.
- 1.2.3 Service and inspect starter and control panels. Examine starters, contactor contacts, arc chutes, cores, breakers, relay and wirings.
- 1.2.4 Inspect mechanical and electrical interlocks, make adjustments if needed.
- 1.2.5 Test oil heater operation
- 1.2.6 Check all refrigerant joints and valves for leaks
- 1.2.7 Perform vacuum cleaning of starter cabinet
- 1.2.8 Check cooling fans for proper operations
- 1.2.9 Clean chiller and starter cabinet body

1.3 Annually

- 1.3.1 All scope under monthly and quarterly.
- 1.3.2 Check all electrical connections. Tighten as necessary.
- 1.3.3 Perform insulation testing to compressor motor.
- 1.3.4 Check motor winding resistance
- 1.3.5 Check accuracy of evaporator, condenser, oil and water (if equipped) transducers, replace as necessary.
- 1.3.6 Check accuracy of water and refrigerant thermistors, replace if greater than $\pm 2^{\circ}\text{F}$ (1.2°C) variance from calibrated thermometer.
- 1.3.7 Obtain oil sample for Oil Analysis (will be quoted separately)
- 1.3.8 Change oil and filters if "b" failed (will be quoted separately).

1.4 Other terms and conditions

- 1.4.1 The contractor must be able to provide DIRECTLY the necessary technical support when required.
- 1.4.2 FREE emergency call visits during the duration of the contract
- 1.4.3 Provide a monthly Service Maintenance Report

2. TIME OF SERVICING

In coordination with the Malacañang Engineering Office (MEO) one (1) day before the scheduled Preventive Maintenance Service, the service shall be made during regular working hours (8:00 A.M. to 5:00 P.M.) on regular working days (Mondays to Fridays) and should be completed within scheduled date.

In the event of unavailability of the equipment, the service shall be made every Saturday (8:00 A.M. to 5:00 P.M.) only.

Within one (1) hour from the OP's emergency call-out request, the Contractor shall send skilled and competent technician/s to troubleshoot any unexpected breakdown of the unit. A written report of all findings and actions taken shall be given to the MEO not later than twenty-four (24) hours from the accomplishment of the repair and emergency work.

3. ESTIMATED BUDGET FOR THE PROJECT

The estimated budget for the contract shall be ONE HUNDRED SEVENTY SEVEN THOUSAND SIX HUNDRED PESOS (PHP 177,600.00), broken down as follows:

Ten (10) Months (March 2020 to December 2020) – Php 17,760.00/ month inclusive of 12% VAT

Any additional spare part/s or services not stated in the scope of services will be quoted separately.

The cost of replacement of spare part/s found defective due to normal wear and tear or damaged due to abnormal operating conditions shall be billed separately from the monthly service contract price. However, the CONTRACTOR must secure, in writing, the approval of MEO on the CONTRACTOR's quotations for the necessary labor and spare part/s before the actual initiation of work.

4. TERMS OF PAYMENT

Payment shall be made after each month of service and within fifteen (15) days after the Contractor submits an itemized Statement of Account and Service Maintenance Report duly (signed) acknowledged/attested by the MEO authorized representative and inspection report by the Assets Management Office (AMO).

Payment shall not be constructed as an admission of OP that the CONTRACTOR has satisfactorily performed or is satisfactorily performing the works, or that such work is free from defects of any kind, hidden or otherwise, or that the CONTRACTOR has not violated or has complied with the provisions, terms and conditions of the Contract or any of its obligations hereto.

5. TIME AND COMMENCEMENT AND COMPLETION

The CONTRACTOR shall commence implementation of the Contract immediately upon receipt of Notice to Proceed from the OP and Security Clearance from the PSG through MEO. This Contract shall be for a period of Ten (10) Months (March 2020 to December 2020) Preventive Maintenance Service of One (1) Unit Centrifugal Chiller 500TR (Carrier 19XRV) at Machine Room, Area 2, Malacañang, unless otherwise duly notified as to the termination of this Contract.

Upon completion of the Preventive Maintenance Service, the CONTRACTOR shall notify in writing the MEO as to the completion of the maintenance service. Thereafter, MEO shall issuance a Certificate of Acceptance.

6. SAFETY AND HEALTH PROCEDURES

The Contractor shall be responsible for:

- (a) Compliance with all applicable safety and health regulations for basic PPEs requirement for the project under DOLE-OSH,
- (b) Taking care of the safety and health of all Contractor's personnel on the Site,
- (c) Using reasonable efforts to keep the Site and Works clear of unnecessary obstruction so as to avoid accident and damage to property.

7. SUPPORT SERVICES

The CONTRACTOR should be able to send a certified service engineers or qualified technicians on call service to provide after sales-support services for all equipment supplied in this project.

8. SECURITY CLEARANCE

The CONTRACTOR upon acceptance of Notice of Award (NOA), as pre-requisite, shall submit within FIFTEEN (15) CALENDAR DAYS through the Engineering Office together with the documentary requirements the complete list of personnel/ workers for the processing and issuance of the PSG Security Clearance, to wit:

- Formal transmittal letter (Specifying the project name and complete list of personnel);
- Form No.1 Personnel Assessment Form (Copy attached);
- Latest NBI Clearance (Original)
- Company ID (Clear photocopy both sides);
- Government-Issued IDs such as SSS ID, UMID, Voter's ID and Senior Citizen's ID
- Brief Company Profile; and
- OR/CR of service vehicle's including Driver's License (Clear photocopies)

It is understood that the CONTRACTOR shall strictly comply within prescribed period the submission of the said requirements and non-compliance as such, is not an automatic grounds for contract extension.

B) USE COMPANY LETTERHEAD FOR YOUR QUOTATION & ADDRESS TO:

DIR. JAMES JUPER B. AGUILAR
Head, Procurement Unit
Office of the President
M-123 Mabini Hall, J.P. Laurel St.,
Malacañan Complex,
San Miguel, Manila

Tel Number: (02) 8249-8310 local 4601 or 8238
Fax Number: (02) 8249-8310 local 4709
Email Address:
procurement_unit@malacanang.gov.ph

C) ELIGIBILITY DOCUMENTS MUST BE ATTACHED TO THE QUOTATION

1. Latest/updated/valid PhilGEPS Registration Certificate
2. Latest/valid Mayor's Permit
3. TIN

Note:

- Kindly Attach the Complete Eligibility Documents to Avoid DISQUALIFICATION.
- Include the BACK PAGE OF THE MAYOR'S/BUSINESS PERMIT if Available
- Scan the Documents in a manner that the entries are legible/readable.
- Please specify brand

D) INDICATE IN YOUR QUOTATION THE FOLLOWING

1. Terms of Payment:
2. Warranty:
3. Place of Delivery: AMO Warehouse-OP Motor Pool Compound, P. Casal St., Quiapo, Manila
4. Delivery Period:
5. Price Validity Period:
6. Stock Availability:
7. Certificate of Exclusive Distributorship, if any

Created by Rheajane Chu Saavedra

Date Created 17/07/2020

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.