



# Philippine Economic Zone Authority

RFQ No.	2019-07-0028
Date	10 July 2019

## REQUEST FOR QUOTATION (Alternative Mode – Small Value Procurement)

Name of Company: \_\_\_\_\_

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

The Philippine Economic Zone Authority (PEZA), through its Bids and Awards Committee (BAC) will undertake **Alternative Mode – Small Value Procurement** in accordance with Sec. 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of Project	<b>Preventive Maintenance of Air-Conditioning Units in the PEZA Head Office and Field Offices</b>
Technical Specifications/Description	Attached <b>Annex "A"</b>
Approved Budget for the Contract (ABC)	<b>PhP558,400.00</b>
Deadline of Submission of Quotation	<b>17 July 2019</b>


Interested appraisers may submit their duly accomplished Price Quotation Form (Annex A) on or before the deadline of submission of bids to the BAC Secretariat at the PEZA Head Office, 5Floor, PNOC Bldg.5, DOE-PNOC Complex, Energy Center, Rizal Drive, BGC, Taguig City.

Bidders must submit sealed quotation/s in the address given above together with the following documentary requirements:

- 1) PhilGEPS Registration Number;
- 2) Valid and Current Mayor's/Business Permit 2018;
- 3) Omnibus Sworn Statement (OSS);
- 4) BIR eFPS, Quarterly Income Tax Return (ITR)-(previous 2 quarters, BIR Form No. 1701Q); and
- 5) BIR eFPS, Monthly VAT Declaration (last 6mos, BIR Form No. 2550-M).

Award of contract shall be given to the lowest calculated bidder which complies with the technical specifications (Annex A) and General Terms and Conditions (Annex B).

For any clarification, you may contact/email BAC Secretariat at telephone nos. (02) 5513451 local 200 or 5513429.

  
**TERESO O. PANGA**  
BAC, Chair

RFQ No.	2019-06-0024
Date	20 June 2019

Annex "A"  
**PRICE QUOTATION FORM**  
(Financial Bid)

**DDG TERESO O. PANGA**

Chairperson, Bids and Awards Committee  
Philippine Economic Zone Authority (PEZA)  
5Floor, PNOB Bldg.5, DOE-PNOB Complex, Energy Center  
Rizal Drive, BGC, Taguig City

Thru: BAC Secretariat

Dear Sir:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

<u>Requirements</u>	<u>Quantity</u>	<u>Bid Price (PhP)</u>
<ul style="list-style-type: none"> <li>Window Type</li> <li>Split Type</li> </ul>	<p style="text-align: center;">53</p> <p style="text-align: center;">43</p>	
<b><u>TERMS OF REFERENCE</u></b>		
<p>1. Preventive Maintenance covers ACUs located at the PEZA Head Office and its Field Offices with the following type and quantity:</p> <p style="margin-left: 40px;">Window-Type                -    53  Split Type                    -    43</p> <p>2. Quarterly Services</p> <ol style="list-style-type: none"> <li>a. Dismantling and cleaning of ACU blowers;</li> <li>b. General cleaning of evaporators and condensing coils using pressure washer;</li> <li>c. Dismantling and cleaning of panels, surface covers, grills and air filters with soap and water;</li> <li>d. Flushing of drain lines;</li> <li>e. Re-assembly, re-alignment of ACU blowers, air filters, grills and panels' surface covers;</li> <li>f. Turn-on circuit breaker for test run and commissioning;</li> <li>g. Check fan motor supply line voltage and current draws;</li> <li>h. Check compressor supply line voltage and current draws;</li> <li>i. Check and record operating pressure (suctions and discharge) and temperature;</li> </ol>		

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- j. Check for loose bolts, nuts, anchor and fastening of all electrical and electronic parts;
  - k. Check for elimination of unnecessary noise and vibration;
  - l. Check possible refrigerated leaks;
3. Spot Service Report shall be submitted right after the scheduled service, countersigned by a PEZA representative. The general findings/evaluation report shall be submitted not later than three (3) working days after the quarterly services.
4. Other Requirements
- a. Provision of at least two (2) on call resident technicians as may be necessary to do check-up and/or troubleshooting with free labor and with immediate response time of not later than 9:00 AM the following day;
  - b. One (1) month warranty for services done.
5. Exclusion
- a. Labor and materials for system reprocessing and reconditioning works;
  - b. Cost of materials, spare parts for replacement such as compressor, fan motors filters, driers, expansion valves, thermostat switches, safety devices and other related components;
  - c. Repair in the leak system, recharging the unit with the required Freon Gas.

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

\_\_\_\_\_  
Office Telephone No. / Mobile Telephone No.

\_\_\_\_\_  
Email address/es

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.





Annex "B"

TERMS AND CONDITIONS

- Bidder shall type or write in "Ink" the following on the sealed envelope:
  - his/her name or business name;
  - address; and
  - identification of the item/s being quoted.
- Delivery period: One (1) year upon receipt of NTP/Contract
- Terms of payment: Through Cheque/15 working days upon receipt of original invoice.
- Winning bidder must deliver the item/s to the following address:  
3Flr., Bldg.3 DOE-PNOC Complex, Energy Center, Rizal Drive, BGC Taguig City

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## Annex "C"

**Philippine Economic Zone Authority**  
**List of Existing Air-Conditioning Units**

DESCRIPTION		OFFICE	LOCATION
<b>Window-Type</b>			
1	0.5HP, Carrier	OBO Philtown	Batangas
2	1HP, Carrier	OBO Philtown	Batangas
3	2HP, Koppel	SUSD	PEZA HO - BGC
4	2HP, National, CW1805	HRDD	PEZA HO - BGC
5	2HP, National, CW1805	CLINIC	PEZA HO - BGC
6	2HP, National	FCIE-SEZ	Cavite
7	2HP, Carrier Silencia	JPCO-NAIA	Metro Manila
8	2HP, Kolin	LISP 1-SEZ	Laguna
9	2HP, Kolin	LISP 1-SEZ	Laguna
10	2HP, Kolin	LISP 2-SEZ	Laguna
11	2HP, Carrier	CIP 1-SEZ	Laguna
12	2HP, Carrier with timer	CPIP-SEZ	Laguna
13	2HP, Kolin	PASG	PEZA HO - BGC
14	2HP, Kolin	MISD	PEZA HO - BGC
15	2HP, Kolin	SUSD	PEZA HO - BGC
16	2HP, Carrier with timer	LISP 3-SEZ	Batangas
17	2HP, Carrier with timer	PASG	PEZA HO - BGC
18	2HP, Carrier with timer	SPMD	PEZA HO - BGC
19	2HP, Carrier with timer	CPIP-SEZ	Laguna
20	2HP, Carrier with timer	PTC-SEZ	Cavite
21	2HP, Carrier with timer	CPIP-SEZ	Laguna
22	2HP, Carrier with timer	COA	PEZA HO - BGC
23	2HP, Carrier	FCIE-SEZ	Cavite
24	2HP, Carrier	PEZ	Pampanga
25	2HP, Carrier	LTI-SEZ	Laguna
26	2HP, Carrier	COA	PEZA HO - BGC
27	2HP, Carrier	COA	PEZA HO - BGC
28	2HP, American Home	FCIE-SEZ	Cavite
29	2HP, Chigo	FCIE-SEZ	Cavite
30	2HP, Carrier	LISP 2-SEZ	Laguna
31	2HP, Carrier	PTC-SEZ	Cavite
32	2HP, Carrier	TAP-SEZ	Laguna
33	2HP, Carrier	MISD	PEZA HO - BGC
34	2HP, Carrier	FG	PEZA HO - BGC
35	2HP, Koppel	COA	PEZA HO - BGC
36	2HP, Koppel	ODDG-FA	PEZA HO - BGC
37	2HP, Koppel	SPMD	PEZA HO - BGC
38	2HP, Koppel	LIIP-SEZ	Laguna
39	2HP, Koppel	LISP 2-SEZ	Laguna
40	2HP, Koppel	CIP 1-SEZ	Laguna
41	2HP, Carrier	COA	PEZA HO - BGC
42	2HP, Carrier	GMBP-SEZ	Cavite
43	2HP, Koppel	GBP-SEZ	Cavite
44	2HP, Koppel	GBP-SEZ	Cavite
45	2HP, Koppel	GBP-SEZ	Cavite
46	2HP, Koppel	GAP-SEZ	Laguna
47	2HP, Koppel	TAP-SEZ	Laguna



DESCRIPTION		OFFICE	LOCATION
48	2HP, Manual Model, Koppel	ZONE IT NCR	PEZA HO - BGC
49	2HP, Manual Model KWR-18M5A, Koppel	HRDD	PEZA HO - BGC
50	2HP, Manual Model KWR-18M5A, Koppel	LISP 1-SEZ	Laguna
51	2HP, Manual Model KWR-18M5A, Koppel	LISP 1-SEZ	Laguna
52	2HP, Manual Model KWR-18M5A, Koppel	JPCO-CLARK	Pampanga
53	2HP, Manual Model KWR-18M5A, Koppel	OBO-LTI	Laguna
<b>Split Type</b>			
1	2TR, Wall Mounted, Carrier	CIP 2-SEZ	Laguna
2	2.5HP, Wall Mounted, Koppel	ODDG-FA	PEZA HO - BGC
3	2.5HP, Wall Mounted, Koppel	JPCO-MSH	Metro Manila
4	2.5HP, Wall Mounted, Koppel	LIIP-SEZ	Laguna
5	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	FNU	PEZA HO - BGC
6	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	IMD	PEZA HO - BGC
7	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	HRDD	PEZA HO - BGC
8	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	GSD	PEZA HO - BGC
9	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	IMD	PEZA HO - BGC
10	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	FG	PEZA HO - BGC
11	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	HRDD	PEZA HO - BGC
12	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	ESG	PEZA HO - BGC
13	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	BID	PEZA HO - BGC
14	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	FG	PEZA HO - BGC
15	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	GSD	PEZA HO - BGC
16	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	FG	PEZA HO - BGC
17	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	FG	PEZA HO - BGC
18	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	ZONE IT-NCR	PEZA HO - BGC
19	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	FG	PEZA HO - BGC
20	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	BID	PEZA HO - BGC
21	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	HRDD	PEZA HO - BGC
22	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	SuSD	PEZA HO - BGC
23	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	SuSD	PEZA HO - BGC
24	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	IMD	PEZA HO - BGC
25	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	SuSD	PEZA HO - BGC
26	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	SeSD	PEZA HO - BGC
27	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	HRDD	PEZA HO - BGC
28	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	SuSD	PEZA HO - BGC
29	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	ZONE IT-NCR	PEZA HO - BGC
30	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	ESG	PEZA HO - BGC
31	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	SRU	PEZA HO - BGC
32	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	ESG	PEZA HO - BGC
33	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	MISD	PEZA HO - BGC
34	3TR, Floor Mounted, Koppel SL36 A/IC536 P7A	CLINIC	PEZA HO - BGC
35	3TR, Floor Mounted, Carrier	LIIP-SEZ	Laguna
36	3TR, Ceiling Mounted, Koppel	JPCO-NAIA	Metro Manila
37	3TR, Ceiling Mounted, Koppel	JPCO-MICT	Metro Manila
38	3TR, Floor Mounted, LG Electronics	LISP 1-SEZ	Laguna
39	3TR, Floor Mounted, LG Electronics	CIP 2-SEZ	Laguna
40	3TR, Floor Mounted, Koppel	HRDD	PEZA HO - BGC
41	3TR, Floor Mounted, Koppel	ZONE IT-NCR	PEZA HO - BGC
42	5TR, Floor Mounted, Koppel	BLDG 4-B STOCKROOM	PEZA HO - BGC
43	5TR, Floor Mounted, Koppel	BLDG 4-B STOCKROOM	PEZA HO - BGC