



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6051762
Procuring Entity GOVERNANCE COMMISSION FOR GOCC
Title Maintenance Service of Airconditioning Units for January to December 2019
Area of Delivery Metro Manila

Solicitation Number:	19-0001	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Airconditioning Maintenance Services	Date Published	15/03/2019
Approved Budget for the Contract:	PHP 150,000.00	Last Updated / Time	15/03/2019 00:00 AM
Delivery Period:		Closing Date / Time	19/03/2019 10:00 AM
Client Agency:			
Contact Person:	Reynaldo Jr. C. Parungao Administrative Officer V 3/F CITIBANK Center, Makati City Metro Manila Philippines 1226 63-2-328-2030 rcparungao@gcg.gov.ph		

Description

Please see the attached Purchase Request for Approved Budget for the Contract (ABC) and Technical specifications.

Suppliers will need to submit with the proposal/quotation the following documentary requirements:

1. Supplier's 2019 Mayor's/Business Permit; and
2. PhilGeps Certificate of Registration (if applicable) or PhilGeps Registration Number

Failure to submit the above-mentioned documents with the proposal/quotation before the deadline of 19 March 2019, 10:00am renders the submission, NON-COMPLIANT.

Pursuant to DBM Circular No. 2013-16 dated 23 Dec. 2013 (please see attached), the GCG has adopted the Direct Payment Scheme (DPS) via bank debit system through issuance of List of Due and Demandable Accounts Payable Authority to Debit Account (LDDAP-ADA) in settlement of payables due to creditors/payees.

Section 5.9.2 of the DBM Circular states that, "bank charges shall be borne/paid by the creditor/payee concerned if their account is not maintained at Landbank".

Other Information

Deadline for submission of quotations/proposals with documentary requirements: 19 March 2019, 10:00am

Created by Reynaldo Jr. C. Parungao
Date Created 26/02/2019

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ITEM	SPECIFICATION
I. Contract Duration	The contract for the Air-Conditioning Preventive Maintenance installed at the Governance Commission for GOCCs shall be on 01 January to 31 December 2019
II. General Requirements	The winning bidder shall provide the one (1) year maintenance for twenty-five (25) air conditioning units (ACU) of the Governance Commission for GOCCs (GCG).
III. Specifications	<ul style="list-style-type: none"> • Sixteen (16) Ceiling Cassette Type (Samsung, Koppel, McQuay) • Eight (8) Hi-wall Mounted (Tossot, Samsung & Koppel) • One (1) Ceiling Ducted (Samsung)
III. Scope of Work	<p><u>MONTHLY</u></p> <ol style="list-style-type: none"> 1. Cleaning of Air-Filter. 2. Checking & de-clogging of drainage system. 3. Checking and minor repairing of Condensing Units, Circuit Breakers, if necessary. 4. Checking of refrigerant pipe leaks. <p><u>QUARTERLY</u></p> <ol style="list-style-type: none"> 1. Cleaning of external surfaces of evaporator coil and condensing units. 2. Cleaning of air filters, condensing fan motor blade, evap. Blower. 3. Cleaning of drainage system. 4. Checking of fan motor bushing and bearing, shafting for alignment. 5. Re-tightening of mounting brackets, bolts, screw if needed. 6. Checking and repairing/replacement of insulation of equipment and accessories, if necessary. 7. Checking for any refrigerant leaks, oil leaks, and Amperes reading.
IV. Terms and Conditions	<ol style="list-style-type: none"> 1. All Major Repair Jobs such as: Change of compressor, re-bushing/shafting, and rewinding of fan motor, repair of refrigerant leaks on system shall be submitted to the GCG Office for approval before proceeding with the jobs. 2. All materials, parts, and consumables supplied by the supplier/maintenance minor or major, shall provide a quotation, pre-inspection report and post-inspection report.

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 13 Mar 2019

	<ol style="list-style-type: none">3. Trouble response must be attended within 24 hours upon receipt of call for a free check-up.4. All repair activities must be coordinated and communicated with the Administrative Division prior to commencement of any works.5. Quarterly Bill after Completion of Works.6. Noncompliance to any of the above mentioned may cause termination of contract.7. Must provide quarterly report as to the status of the ACU.
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