

## REQUEST FOR QUOTATION

REFERENCE NO.: **MR21-08-091**

We are inviting all interested contractors/suppliers to submit their best quotation for the **PROCUREMENT FOR THE SUPPLY OF LABOR AND MATERIALS FOR THE PREVENTIVE MAINTENANCE OF ONE (1) UNIT OF 625kVA GENERATOR SET OF THE NDC BUILDING.**

### Requirements:

#### **I. MOBILIZATION/DEMOBILIZATION**

- Mobilization and preparation of materials, equipment, tools including consumables and manpower to the job site.
- Hauling and disposal of debris to include housekeeping.

#### **II. SCOPE OF WORK AND COST BREAKDOWN**

##### **1. PREVENTIVE MAINTENANCE SERVICE LEVEL 1 SYSTEM-BY-SYSTEM CHECK-UP & EVALUATION SCOPE OF WORK:**

The general requirement to be performed during PM SL 1 visit:

##### **a. Cooling System**

- Check the amount and condition of coolant/ water
- Inspect worn out, broken or loose belts
- Check hoses for crack and brittleness
- Check/inspect radiator fins

##### **b. Fuel System**

- Check engine and supply system for any fuel leaks
- Check fuel level and visually inspect for contamination
- Fuel connections to be checked

##### **c. Air Induction and Exhaust System**

- Inspect air filter element
- Check air filter indicators for proper operation
- Ensure that air intake flow is not unduly restricted
- Check exhaust system for possible corrosion, bracket damage, vibration and loose connection

##### **d. Lubricating Oil System**

- Check oil between the Add and Full marks on the dipstick
- Check crankbase breather, if applicable
- Check engine oil level for unusual oil leakage/contamination

##### **e. Starting System**

- Check and inspect starter operation, inspect loose connection
- Check battery fluid level and verify that the battery terminals are clean
- Check all battery connections.
- Inspect battery charger operation

##### **f. Control Panel**

- Visually inspect wiring or components
- Check all switches and breakers and if applicable
- Check engine protective devices and test proper operation

##### **i. General**

- Visually inspect loose connection and burnt wires
- Check abnormal sound and generator vibrations

### **If applicable:**

- Conduct safety shut-down and test run with/without load. Determine/get ampere/current readings with and without load
- Record all parameters

## 2. PREVENTIVE MAINTENANCE SERVICE LEVEL 2 CHANGE OIL, COOLANT & FILTERS SCOPE OF WORK:

The general requirement to be performed during PM SL 2 visit:

- Replace radiator liquid with coolant additive
- Replace coolant/water filters
- Replace fuel filters
- Replace oil/lube filters
- Change engine oil
- Dispose of all waste fluids (if applicable)
- All necessary works under Service Level 1

ITEM	DESCRIPTION	QTY.	UNIT	UNIT COST (PhP)	TOTAL COST (PhP)
	<b>ONE TIME PREVENTIVE MAINTENANCE SERVICE</b>				
1	Supply of Labor, Tools, and Technical Expertise for the complete check-up, evaluation and sanitation (PM Service Level 1 And 2) of One (1) Unit Generator Set	1	lot	88,000.00	88,000.00
2	Mobilization and Demobilization	1	lot	3,000.00	3,000.00
				<b>Grand Total</b>	<b>91,000.00</b>
				<b>(inclusive of all applicable government taxes)</b>	

**Approved Budget** : ₱ 91, 000.00

**Mode of Procurement** : Small Value Procurement

**Submission of Quotation and Eligibility Requirements** : August 31, 2021

**Eligibility Requirements** :

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Certificate (certified true copy) or PhilGEPS Registration Number
3. 2020 Income Tax Return or Latest Business Tax Return (certified true copy)
4. Omnibus Sworn Statement (Notarized)

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

**BIDS AND AWARDS COMMITTEE**  
National Development Company  
7/F NDC Building, 116 Tordesillas St.  
Salcedo Village, Makati City  
Fax: 840-4862  
Attention: BAC Secretariat

Reference Number: MR21-08-091

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment – Government Terms
2. Delivery Period – Fifteen (15) calendar days
3. Warranty – Six (6) months warranty against defects and poor workmanship

(SIGNED)

**AGM SATURNINO H. MEJIA**

Chairperson, Bids and Awards Committee