

REQUEST FOR QUOTATION

REFERENCE NO: MR23-08-109

The National Development Company (NDC) is inviting all interested suppliers to submit their best quotation for **THE PROCUREMENT FOR THE SUPPLY OF LABOR AND MATERIALS FOR THE ONE (1) TIME PREVENTIVE MAINTENANCE OF ONE (1) UNIT OF 625KVA GENERATOR SET OF THE NDC BUILDING** as follows:

I. SCOPE OF WORK

1. MOBILIZATION/DEMOBILIZATION

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

2. SERVICE LEVEL 1

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 the air filter element
- Check air filter indicators for proper operation
- Ensure that air intake flow is not unduly restricted
- Check the 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 crank base breather, if applicable
- Check engine oil level for unusual oil leakage/contamination

e. Starting System

- Check and inspect starter operation, inspect the 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 the proper operation

g. General

- Visually inspect loose connections 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

3. SERVICE LEVEL 2

- 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 2

II. COST BREAKDOWN:

ITEM	DESCRIPTION	QTY.	UNIT	UNIT COST (PhP)	TOTAL COST (PhP)
ONE-TIME PREVENTIVE MAINTENANCE SERVICE					
1	Mobilization and Demobilization	1	lot	6,000.00	6,000.00
2	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	103,000.00	103,000.00
				Grand Total	109,000.00
				(Inclusive of all applicable government taxes)	

Approved Budget : ₱ 109,000.00 (inclusive of VAT)

Submission of Quotation and Eligibility Requirements : August 24, 2023

Mode of Procurement : Small Value Procurement

Eligibility Requirements :

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Certificate (certified true copy) or PhilGEPS Registration Number
3. Omnibus Sworn Statement (Notarized and in accordance with GPPB Circular 04-2020 dated September 16, 2020)

Note: In lieu of the Mayor's Permit and PhilGEPS Registration Number, you may submit a valid Certificate of PhilGEPS Registration (Platinum Membership).

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: **MR23-08-109**

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

1. Terms of Payment – Government Terms
2. Duration of Work – Fifteen (15) calendar days from receipt of the Notice to Proceed.
3. Warranty – Six (6) months warranty against defects and poor workmanship.

(SIGNED)

AGM SATURNINO H. MEJIA

Chairperson, Bids and Awards Committee