

Standard Form Number: SF-GOOD-60

Revised on: May 24, 2004

Standard Form Title: Request for Quotation

Date: 12/23/2024
Quotation No. 2024-122

Company Name: _____

Address: _____

Business Name: _____

Tax Identification Number (TIN): _____

PhilGEPS Registration Number (required prior to award): _____

Please quote your **lowest price** on the item/s listed below, subject to the General Conditions set on this document, and submit your quotation duly signed by your representative not later than **9:00AM of 27 December 2024** in the return envelope attached herewith.
(For VAT registered entities, quotation should be VAT-inclusive)


RUFY MARIA O. LUMAPON
BAC Chairperson/Port Services Division Manager

- NOTE: 1. ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN
2. DELIVERY PERIOD WITHIN 30 DAYS UPON RECEIPT OF THE APPROVED FUNDED P.O.
3. WARRANTY SHALL BE FOR A MINIMUM PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS
5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED, IF APPLICABLE
7. APPROVED BUDGET FOR THE CONTRACT (ABC): Php 984,852.51
8. FOR SMALL VALUE PROCUREMENT WITH ABCs ABOVE Php50K, THE BIDDER WITH LOWEST QUOTED PRICE SHALL SUBMIT A DULY NOTARIZED OMNIBUS SWORN STATEMENT (OSS) AS REQUIRED UNDER THE 2016 REVISED IRR OF RA 9184. THE BIDDER SHALL SUBMIT THE OSS BEFORE THE ISSUANCE OF PURCHASE ORDER. FAILURE TO SUBMIT WITHIN 7 WORKING DAYS UPON RECEIPT OF THE NOTICE OF AWARD SHALL BE GROUND FOR A FORFEITURE OF THE P.O. AND SHALL BE AWARDED TO THE NEXT LOWEST BIDDER.
9. FOR DIRECT CONTRACTING, THE SUPPLIER SHALL POST A WARRANTY SECURITY FOR A MINIMUM PERIOD OF THREE (3) MONTHS, IN THE CASE OF EXPENDABLE SUPPLIES, OR A MINIMUM PERIOD OF ONE (1) YEAR, IN THE CASE OF NON-EXPENDABLE SUPPLIES, AFTER ACCEPTANCE BY THE PROCURING ENTITY OF THE DELIVERED SUPPLIES (SEE ATTACHED: FORMS OF WARRANTY SECURITY.)

Instructions:

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

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT
Preventive Maintenance/Deep Cleaning and Recharging of Refrigerant of HVAC System at the Passenger Terminal Building, Port of Cagayan de Oro					
1	A. Scope of Work 1.0 Inspection and Assessment 1.a Conduct visual inspection of all HVAC components, including air handlers, compressors, condensers, ducts, vents and piping 1.b Inspect electrical connections, wirings, and controls for damage, wear, or loose connections	1	LOT		

<p>1.c Check refrigerant levels and conduct refrigerant leak testing</p> <p>1.d Inspect and Assess thermostats and control systems for accuracy and functionality</p> <p><u>2.0 Deep Cleaning (Thorough cleaning of inside and out components) of the following:</u></p> <ul style="list-style-type: none"> - Fan Coil Units - Evaporator Coil Units - Condensing Coil Units - Air Filters and Fans - Air Vents and Ducts - Blower Motors <p><u>2.a Location of Units:</u></p> <p><u>2.a.1 Passenger Terminal Building Ground Floor (55 Units)</u></p> <p>10 units 5.0 HP Ceiling Cassette Type (System 1G-a)</p> <p>1 unit 2.0 HP Wall Mounted Type (System 1G-c)</p> <p>11 units 5.0 HP Ceiling Cassette Type (System 2G-a)</p> <p>3 units 1.0 HP Wall Mounted Type (System 2G-d)</p> <p>9 units 5.0 HP Ceiling Cassette Type (System 3G-a)</p> <p>2 units 4.0 HP Ceiling Cassette Type (System 3G-b)</p> <p>5 units 5.0 HP Ceiling Cassette Type (System 4G-a)</p> <p>6 units 4.0 HP Ceiling Cassette Type (System 4G-b)</p> <p>1 unit 2.0 HP Wall Mounted Type (System 4G-c)</p> <p>2 units 1.0 HP Wall Mounted Type (System 4G-d)</p> <p>4 units 1.5 HP Wall Mounted Type (System 4G-e)</p> <p>1 unit 2.0 HP Ceiling Cassette Type (System 4G-f)</p> <p><u>2.a.2 Passenger Terminal Building Second Floor (50 Units)</u></p> <p>8 units 5.0 HP Ceiling Cassette Type (System 5S-a)</p> <p>1 unit 4.0 HP Ceiling Cassette Type (System 5S-b)</p>				
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<p>1 unit 2.5 HP Ceiling Cassette Type (System 5S-g)</p> <p>1 unit 10 HP Ceiling Mounted Horizontal Draw-Thru Type (System 5S-h)</p> <p>9 units 5.0 HP Ceiling Cassette Type (System 6S-a)</p> <p>1 unit 10 HP Ceiling Mounted Horizontal Draw-Thru Type (System 6S-h)</p> <p>10 units 5.0 HP Ceiling Cassette Type (System 7S-a)</p> <p>2 units 4.0 HP Ceiling Cassette Type (System 7S-b)</p> <p>3 units 5.0 HP Ceiling Cassette Type (System 8S-a)</p> <p>5 units 2.5 HP Ceiling Cassette Type (System 8S-g)</p> <p>1 unit 10 HP Ceiling Mounted Horizontal Draw-Thru Type (System 8S-h)</p> <p>7 units 5.0 HP Ceiling Cassette Type (System 9S-a)</p> <p>1 unit 10 HP Ceiling Mounted Horizontal Draw-Thru Type (System 9S-h)</p> <p><u>3.0 Lubrication</u></p> <p>- Lubricate moving parts such as bearings, motors, and fan blades to reduce friction and wear</p> <p><u>4.0 Calibration and Testing of Control Panels</u></p> <p>4.a Test system startup and shutdown sequences for proper operation</p> <p>4.b Calibrate control panels and troubleshoot system errors displayed in the control panels</p> <p>4.c Calibrate thermostats and sensors for accurate control</p> <p>4.d Verify that safety switches and controls are functional</p> <p><u>5.0 Maintenance and Repairs</u></p> <p>5.a Tighten loose connections, bolts, or fasteners</p> <p>5.b Replace worn or damaged parts, including belts, bearings and filters</p> <p>5.c Coordinate and Address minor repairs identified during inspections to prevent larger failures</p> <p><u>6.0 Refrigerant Management</u></p> <p>- Check refrigerant levels and refill refrigerant (R 410-A) if necessary, ensuring compliance with environmental regulations</p> <p>- Conduct leak testing and tracing</p>				
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<p>- Repair leaks in refrigerant lines and test for proper sealing</p> <p><u>6.A Leak Testing and Tracing and Charging of Refrigerant R 410-A</u></p> <p>1.) System 1G - 11 Indoor Units</p> <p>2.) System 3G - 11 Indoor Units</p> <p>3.) System 4G - 18 Indoor Units</p> <p>4.) System 5S - 11 Indoor Units</p> <p>5.) System 6S - 10 Indoor Units</p> <p>6.) System 7S - 10 Indoor Units</p> <p>7.) System 8S - 12 Indoor Units</p> <p>8.) System 9S - 8 Indoor Units</p> <p><u>7.0 Check Up/Diagnosing/and Replacement of Defective Parts or Components of the Following System:</u></p> <p>1.) System 3G - Compressor and Outdoor Master Inverter PCB (A3P), Outdoor Unit/Main Board</p> <p>2.) System 5S Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>3.) System 6S Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>4.) System 4G Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>5.) System 1G Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>6.) System 7S Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>7.) System 8S Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>8.) System 9S Outdoor Unit/Main Board and Replacement of Master Inverter PCB</p> <p>8.0 Communication and Reporting</p> <p>8.a Provide a detailed maintenance report after each service, highlighting any issues or recommendations</p> <p>8.b Communicate critical findings requiring immediate action</p> <p>NOTE:</p> <p>1.) DAIKIN AUTHORIZED SERVICE CENTER OR PROVIDER</p> <p>2.) Warranty: 6 months on workmanship.</p>				
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3.) Provide 2 copies detailed technical service report with Pictures and ensure date of completion is stated and is acknowledged by end-user.				
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Remarks:

Brand and Model :

Delivery Period :

Warranty :

Price Validity :

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices noted above.

Printed Name / Signature

Position / Designation

Tel. No. / Cellphone No.

email address

Date: _____

PR No. CDO-2620-24

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be dominated in Philippine Peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of Contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The PPA PMO MO/C Technical Inspector shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated Responsive Quotation, PPA PMO MO/C shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. Payment shall be made after delivery and upon the submission of the required supporting documents.
12. Liquidated damages equivalent to the one tenth of one percent (0.1%) of the value of goods not delivered within the prescribed delivery period shall be imposed per day of delay. PPA PMO MO/C shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

For any clarifications, you may contact us at telephone no. (088) 8561264/8564667; or cellphone no. 09061647613 or email address at **moc_supply@ppa.com.ph**.