



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6257427  
**Procuring Entity** PHILIPPINE RECLAMATION AUTHORITY  
**Title** Air Conditioning Unit (ACU) Preventive Maintenance Service for one (1) year contract  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	19-06-0708	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	6
<b>Category:</b>	Airconditioning Maintenance Services	<b>Date Published</b>	18/06/2019
<b>Approved Budget for the Contract:</b>	PHP 242,800.00	<b>Last Updated / Time</b>	18/06/2019 00:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	25/06/2019 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Lenie Rose T. Dela Cruz BAC Secretariat 7th Flr., Legaspi Tower 200 107 Paseo de Roxas Legaspi Village Makati City Metro Manila Philippines 1226 63-2-4595000 Ext.7612 63-2-8152662 bac@pea.gov.ph		

#### Description

TERMS OF REFERENCE  
Technical Specifications and Schedule of Requirements

Contract Duration  
The contract for the Air-conditioning Preventive Maintenance Service of the units installed at the PRA Main Office at the Legaspi Towers 200 Bldg., shall be for one (1) year duration.

Technical Requirement  
Supply of labor, tools and technical supervision for the general cleaning, preventive maintenance and repair of air-conditioning units (cassette-type, ceiling-mounted, floor-mounted, wall-mounted and window-type) installed in the PRA Main Office.

Schedule of Requirement  
Quarterly general cleaning, preventive maintenance and repair of sixty-eight (68) units of air-conditioning units (various brands)

Technical Requirements

A. Quarterly Maintenance Activities, but not limited to:

1. General cleaning using power spray;
2. Check & clean air cooled condenser;
3. Check the operation of the refrigeration system;
4. Check all electrical wirings and fuse boxes;
5. Check & clean air filters and recommend for replacement;
6. Check supply voltages;
7. Check & clean evaporator coils;
8. Check & clean fan blade, fan motor and motor bearings;
9. Tighten & lubricate mechanical and moving parts;
10. Check compressor contactor;
11. Check start capacitor/relay;
12. Check electrical breakers;
13. Check compressor and current draw;
14. Check operating pressures;
15. Cleaning of working area and installation site;
16. Recharging of Freon, if needed.

B. Recommend repair and replacement of unit(s) and part(s) as maybe required/necessary

**Created by** Lenie Rose T. Dela Cruz

**Date Created** 17/06/2019

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