



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8938498
Procuring Entity PHILIPPINE RECLAMATION AUTHORITY
Title SUPPLY, DELIVERY AND INSTALLATION OF AIRCONDITIONING UNITS
Area of Delivery Metro Manila

Solicitation Number:	22-07-0576	Status	Closed
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	1
Classification:	Goods	Document Request List	17
Category:	Airconditioning and Airconditioning Systems	Date Published	19/08/2022
Approved Budget for the Contract:	PHP 531,800.00	Last Updated / Time	24/08/2022 16:00 PM
Delivery Period:	30 Day/s	Closing Date / Time	25/08/2022 17:00 PM
Client Agency:			
Contact Person:	Angela Rodrigo BAC Secretariat Member PNOC Bldg. 3, PNOC Compound Energy Center, Rizal Drive Bonifacio Global City Taguig City Metro Manila Philippines 63-2-84595000 Ext.7202 bac@pea.gov.ph		

Description

-- SEE ATTACHED QUOTATION FORM FOR THE PARTICULARS --

REQUIRED SUPPORTING DOCUMENTS (attachment to your quotation):

1. Accomplished Quotation and Specifications Form
2. PhilGEPS Registration Number
3. Valid Business/ Mayor's Permit for 2022
4. Notarized Omnibus Sworn Statement (with notarized Secretary Certificate for partnership or corporation)
5. Latest Income/Business Tax Returns

Please use PDF (preferred) or IMAGE file extension for email submission.

Good day!

May we invite you to submit a quotation for the above-mentioned requirements of Philippine Reclamation Authority (PRA).

Please fill up the attached quotation form and submit the same with the required supporting documents. You can

send it in hardcopy to PRA Temporary Office Located at:

Bldg. 3 PNO Compound
Energy Center, Rizal Drive
Bonifacio Global City
Fort Bonifacio, Taguig City

You may also email your proposal to bac@pea.gov.ph for the attention of BAC Secretariat. Online submission is preferred. Kindly check our website at <http://www.pea.gov.ph> for announcement of office hours during the community quarantine.

Quotation must be submitted on or before the quotation closing date as shown above. Quotation received with incomplete requirements and those received after the closing date will not be accepted. You may write your queries and concerns to bac@pea.gov.ph.

Other Information

Email bac@pea.gov.ph for your online submission or queries related to this procurement. The advertisement is also posted at www.pea.gov.ph.

Remarks

Due to government suspension of work, deadline is moved to the next working day 25 August 2022.

Created by Angela Rodrigo

Date Created 18/08/2022

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



Republic of the Philippines
OFFICE OF THE PRESIDENT
PHILIPPINE RECLAMATION AUTHORITY

7th floor, Legaspi Towers 200 Bldg., 107 Paseo De Roxas St., Legaspi Village, 1226 City of Makati
 Tel. No.: (02) 459-5000 • Facsimile No.: (02) 815-2662
 Website: www.pea.gov.ph • Email: info@pea.gov.ph

REQUEST FOR QUOTATION (SVP more than ₱500,000.00)

Date: _____

Project Name:	SUPPLY, DELIVERY AND INSTALLATION OF AIRCONDITIONING UNITS	PhilGEPS Ref. No.:	8938498
		Approved Budget for the Contract (ABC):	₱ 531,800.00
		Closing Date:	24 AUGUST 2022

INSTRUCTIONS:

<ol style="list-style-type: none"> 1. Do not alter the contents of this form in any way. 2. Bidder shall provide correct and accurate information required in this form. 3. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative. 4. If another form is used other than this RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions of this RFQ. 5. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required). 6. Indicate the brand name of the offered item/s (if applicable). 7. The Technical Specifications must be complied with. Failure to do so shall render the quotation ineligible/disqualified. 8. For EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES, attach appropriate documents to the said effect. 9. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). ONLINE SUBMISSION IS PREFERRED. 10. Quotations, including documentary requirements, received after the Closing Date/Deadline shall not be accepted. 11. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected. 	<p><u>ATTACH THE FOLLOWING DOCUMENTS WITH YOUR QUOTATION</u></p> <ul style="list-style-type: none"> ✓ Valid PhilGEPS Registration Number ✓ Mayor's/Business Permit for 2022 ✓ Notarized Omnibus Sworn Statement ✓ (With Secretary Certificate for partnership/ corporation) ✓ Latest Income/ Business Tax Returns <p><i>(Per 2016 Revised IRR of R.A. 9184)</i></p>
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SUPPLIER INFORMATION (Fill-out completely):

Company Name:		PhilGEPS Reg. No.:	
		TIN:	
Address and Website		Email Address:	
		Contact Number:	

OFFICIAL QUOTATION FROM THE SUPPLIER:

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (if applicable)	UNIT PRICE*	TOTAL PRICE (Unit Price x Qty)*
1.	5	lot	AIR-CONDITIONING UNIT, 2HP WINDOW TYPE, INVERTER, INC. INSTALLATION			
2.	3	lot	AIR-CONDITIONING UNIT, 2HP SPLIT-TYPE, INVERTER, INC. INSTALLATION			
3.	8	pcs	CIRCUIT BREAKER			
4.	8	roll	ELECTRICAL WIRE			
5.	1	lot	INSTALLATION/LABOR COST			
GRAND TOTAL IN PHILIPPINE PESO:						₱

*Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

Quoted by:

Signature Over Printed Name of Authorized Representative :		Position:	
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TERMS AND CONDITIONS (Fill-out completely the required information):

1. Payment shall be in the form of **Company Check** and price validity shall be **45 calendar days**.
2. Availability of item/s:
 - Delivery Within 30 calendar days (c.d.) upon receipt of Purchase Order (P.O.)
 - Pick-up
3. For Goods, the item/s shall be inspected on the scheduled date and time of the Procuring Unit.
4. Warranty period:
 - Not Applicable
 - Applicable warranty period shall be Refer to Technical Specifications/TOR.
5. Indicate if quotation is:
 - VAT INCLUSIVE
 - NON-VAT (**ATTACH CERTIFICATION**)
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. Supplier must be ready to provide proof of compliance (pictures, brochure, certification, etc.) and sample when required by the BAC for evaluation purposes.
8. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	GOODS				SERVICES			
	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE
VARIABLE	1%	BIR Form 2307	5%	BIR Form 2307	2%	BIR Form 2307	5%	BIR Form 2307
NON-VAT	1%	BIR Form 2307	1%	BIR Form 2306	2%	BIR Form 2307	1%	BIR Form 2306

TECHNICAL SPECIFICATIONS

SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
I. AIR-CONDITIONING UNIT, 2HP WINDOW TYPE, INVERTER, INC. INSTALLATION, 5 lots Minimum Specifications <ul style="list-style-type: none"> - 2 HP - Window Type - Inverter - 220V-1PH-60Hz - R-32 refrigerant with PS or ICC Mark - Remote Control 		
II. AIR-CONDITIONING UNIT, 2HP SPLIT-TYPE, INVERTER, INC. INSTALLATION, 3 lots Minimum Specifications <ul style="list-style-type: none"> - 2 HP - Wall Mounted Split-Type - Inverter - 220V-1PH-60Hz - R-32 refrigerant with PS or ICC Mark - Remote Control 		
III. CIRCUIT BREAKER, 8 pcs <ul style="list-style-type: none"> - 30 ampere - Bolt-on 		

Quoted by:

Signature Over Printed Name of Authorized Representative :		Position:	
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SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
<p>IV. ELECTRICAL WIRE, 8 rolls</p> <ul style="list-style-type: none"> - 35 mm, Stranded - 150m per roll 		
<p>V. INSTALLATION/LABOR COST, 1 lot</p> <ul style="list-style-type: none"> - Includes the following scope of works <ul style="list-style-type: none"> o Dismantling, Chipping and Restoration Works o Scaffolding o Mechanical Works for installation of ACU o Electrical Works o Testing and Commissioning - Refer to attached TERMS OF REFERENCE 		
<p>VI. WARRANTY</p> <p>The workmanship on the project will be covered by submitting a warranty certificate of at least one (1) year warranty for Compressor from the date of acceptance and one (1) time free cleaning within one (1) year from the date of acceptance.</p>		

Quoted by:

Signature Over Printed Name of Authorized Representative :		Position:	
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TERMS OF REFERENCE
FOR THE SUPPLY, DELIVERY, AND INSTALLATION OF AIRCONDITIONING
UNITS FOR THE PHILIPPINE RECLAMATION AUTHORITY

- I LOCATION : PRA – PNOB BLDG. 3**
PNOB Compound, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City
- II MODE OF PROCUREMENT : SMALL VALUE PROCUREMENT (SVP)**
- III APPROVED BUDGET FOR THE CONTRACT (ABC) : PHP 531,800.00, VAT Inclusive**
- IV SOURCE OF FUNDS : PRA COB FY 2022**
- V DELIVERY PERIOD : THIRTY (30) CALENDAR DAYS**
- VI TERMS AND CONDITIONS**

A. QUALIFICATIONS OF CONTRACTOR

1. The Contractor must be in the field or business of supply and installation of air-conditioning units, and must have an experience or track record in this field for the last 2-years or more; and
2. The contractor must have the necessary equipment, facilities, qualified personnel, expertise, and other means necessary to perform the contract in accordance with the best commercial practice.

B. TECHNICAL SPECIFICATIONS & SCOPE OR WORKS

Dismantling, Chipping, and Restoration Works

1. Dismantling and removal of all existing Air-conditioning, roughing ins, and other materials to be replaced.
2. Chipping and boring of holes through walls, ceiling, and floor (if any) for the passage and refrigerant, electrical and condensate piping system.
3. Restoration works on affected walls (portion).

Scaffolding

1. Construct scaffolding for the installation of ACU units to be replace with no service area and shall be properly braced or connected to maintain stability.

Mechanical Works – Supply and Delivery of the following ACU and materials:

- a) 5-units 2HP cap. Window Type, Inverter, 220V-1PH-60Hz, R-32 refrigerant with PS or ICC Mark, Remote Control
- b) 3-units 2HP cap. Wall Mounted Split Type, Inverter, 220V-1PH-60Hz, R32 refrigerant with PS or ICC Mark, Remote Control

- c) 8-pieces of Circuit Breaker, 30-ampere, bolt-on
- d) 8-rolls of Electrical Wire 35mm, Stranded
- e) 2-pieces ACU Outlet

Installation of refrigerant piped and fittings, rubber insulation mounting brackets, condensate piped Freon R-410A and other standard accessories to interconnect the above equipment.

Electrical Works

1. Provision of electrical materials such as THHN wires, flexible conduct, fittings, and other miscellaneous materials to complete the power and control wiring from main panel board to the ACU installation location.
2. All works shall be in accordance with the governing codes and regulations of the latest edition of the Philippine Electrical Code.
3. All outlets of whatever kind, for all systems shall be provided with suitable fittings which shall be either a box or other devices especially designated to receive the type of fittings to be mounted thereon.
4. Wiring devices shall be approved brand and quality.

Testing and Commissioning

1. To test all refrigerant pipes and fittings to be free of leakage; and
2. ACU units are properly installed, in good order/condition and functioning well.

Upon Completion of the project, the Contractor must be able to demonstrate the following:

1. Provide final protection and maintain conditions in a manner acceptable to the Procuring Entity that ensure Air-conditioning units are without damage or deterioration at time of Full Completion.
2. Demonstrate proper operation and maintenance procedures to the Procuring Entity's representative.
3. Provide Operation and Maintenance Manual to Procuring Entity's representative.
4. Warranty. The workmanship on the project will be covered by submitting a warranty certificate of at least one (1) year warranty for Compressor from the date of acceptance and one (1) time free cleaning within one (1) year from the date of acceptance.

VII DOCUMENTARY REQUIREMENTS FOR SUBMISSION

The Contractor must submit its bid proposal in accordance with the procedures and requirements indicated in the RA 9184 and its 2016 Revised Implementing Rules and Regulations.

VIII COVID-19 PROTOCOLS

COVID 19 Protocols for installation

For purposes of this project, the following health protocols are required:

1. All installers must be all fully vaccinated with Covid-19 vaccines. They are required to observe the minimum health protocols of wearing face mask, observance of physical distancing and frequent handwashing and/or use of sanitizers or alcohol during the supply and installation of the ACUs.
2. The contractor shall likewise ensure the health and safety of its installers, as well as the concerned PRA personnel for the duration of the installation of air-conditioning units.

Prepared by:

Noted:

SANCHO GLENN A. LASTIMOSA
Acting Division Manager – GSD

ATTY. JOHANNA M. GARGANTIEL
AGM – Legal, Admin. & SPJV Depts

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

- a. Carefully examining all of the Bidding Documents;
- b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
- c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
- d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]
Affiant

NOTARY PUBLIC

Doc. No.: _____;
Book No: _____;
Series of 20__.