

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2021-03-111

NP-Small Value Procurement

March 10, 2021

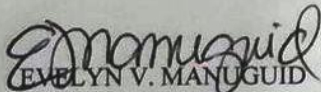
Company Name: _____

Address: _____

Please quote your lowest price on the item/s listed below and submit your quotation together with the requirements stated hereunder to this office located at Room 442, Manila City Hall Building, Arroceros Street, Manila during office hours within seven (7) calendar days from receipt hereof, subject to the following terms and conditions, to wit:

1. If applicable, indicate the specific brand, model/year and country of origin for each item.
2. Delivery period shall be within ten (10) months upon receipt of Purchase Order.
3. Warranty shall be for a period of three (3) months for supplies and materials, One (1) year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a maximum period of 120 calendar days.
5. Subject to the submission of the following documents:
 - a. DTI Certificate of Registration
 - b. Mayor's/Business Permit
 - c. PhilGEPS Registration Number
 - d. Income/Business Tax Return
 - e. Omnibus Sworn Statement

Canvassed By:


EVELYN V. MANUGUID
Acting Supply Officer I

THELMA L. PEREZ
Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Sta. Ana Hospital Charge to: Repairs & Maintenance- Machinery & Equipment ABC: Php180,000.00	PR No. 404 OBR No. 100-2102-01391		
			<u>MOLECULAR LABORATORY</u>			
1.	1	lot	Preventive Maintenance Services for Two (2) units Airconditioning System and One (1) unit Exhaust Blower (For Negative Pressure - Ground Floor) Aircon SN:OSSPPALMB00011 & OSSPPALM00009 Exhaust Blower SN: 163-06012020	Php 180,000.00	Php _____	Php _____
			SCOPE OF WORK AIR-CONDITIONING UNITS: * Monthly preventive maintenance of each unit. * Shutting off the unit. * Removal of Air Filters for cleaning * Opening of unit's manhole for easy access inside the equipment. *Cleaning of the following parts: > Coiling Coils (using power spray) > Filter Cleaning > All other internal components inside the unit. * Checking/re-tightening of electrical terminations. * Greasing of motor bearing and bearing of blower shaft.			

RFQ No. 2021-03-111
 Prevetive Maintenance Services for Two (2) units
 Airconditioning System & One (1) unit Exhaust Blower
 March 10, 2021

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Sta. Ana Hospital Charge to: Repairs & Maintenance- Machinery & Equipment ABC: Php180,000.00	PR No. 404 OBR No. 100-2102-01391		
			* Technical Audit of bearing condition and other moving parts. * Assembly & start-up. *Checking of electrical data of the equipment while operating if within standard parameters. * Checking of equipment Control Panels-wiring termination and connections.			
			EXHAUST BLOWER: * Monthly preventive maintenance of the unit. * Cleaning of Exhaust Blower * Checking/re-tightening of electrical terminations. * Greasing of motor bearing and bearing of blower shaft. * Technical Audit of bearing condition and other moving parts. * Replacement of belt			
			VALIDATION AND RE-CALIBRATION OF NEGATIVE PRESSURE *Done monthly. *Defective parts shall be quoted separately.			
			X-X-X-X-X-X-X-X-X-X			
					Total Php _____ vvvvvvvvvvvvvvvv	

After having carefully read and accepted your terms and conditions, I/We hereby quote on the items/s at prices listed above

 Printed Name/Signature

 Tel. No/Cellphone No.
 e-mail address

 Date