

Date: 25 March 2023



REQUEST FOR QUOTATION

RFQ No.: 100-23-03-568 Name of Company: Name of Store/Shop: Address: PhilGEPS Registration Number:

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure Repair and Replacement of Parts of the Variable Refrigerant Flow System for the Facilities Management Section- Pasig City Children's Hosp with an Approved Budget for the Contract (ABC) of $\underline{\textbf{Php 166,564.52}}, \text{ in accordance with } \underline{\textbf{Section 53.9}} \text{ of the 2016 revised Implementing Rules and Regulations}$ of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding the total Approved Budget for the Contract shall be rejected.

					Approved Budget		Price Offer	
Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	MON	Unit Cost	Total Cost	Unit cost	Total Cost
	Supply and Installation of Parts for VRF	Variable Refri	gerant l	Flow) Sy	stem			
1	Repair of 1 Unit Toshiba VRF System, - Testing and Commissioning Model: MMY MAP1004HT7 / 20910004 MMY MAP1004HT7 / 20910007 - Parts to be replaced: ACCU Fan Motor - 1 Unit ACCU Inverter PCB - 2 Units	,	1	unit	166,564.52	166,564.52		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		166,564.52			

*Indicate the BRAND NAME and its specific MODEL to be offered or attach a BROCHURE for the offered item; items such as equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- Mayor's/Business Permit (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract)
- **PhilGEPS Registration Number**

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

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- Income Tax Returns (Annual Income Tax Return of the preceding tax year) OR Business Tax Returns (Value Added Tax or Percentage tax return covering the previous six months)¹
- Accomplished and notarized Omnibus Sworn Statement
 (https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx)
- Proof of Authorization: Secretary's Certificate if corporation, or Special Power of Attorney, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (for vaccines, toxoids and immunoglobulins only) [to be submitted upon delivery]; and
- e. Certificate of Analysis (for anesthesia and antibiotics) [to be submitted upon delivery].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC** Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph

ATTY. PONCE MIGUEL D. LOPEZ
Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation and its Terms of Reference (if any). I further certify that the products to be delivered will conform to the specifications stated in the Item Description and I hereby agree to the Terms of Delivery indicated in the submitted form.

Conforme:	
Signature over Printed Name	Position
Duly authorized to sign quotation/offer for and on behalf of	(Please indicate Company Name)
- Sections 3.2 and 3.3 of Revenue Regulation No. 3-2005.	

TERMS OF REFERENCE (TOR)

SUPPLY and INSTALLATION of PARTS for VARIABLE REFRIGERANT FLOW (VRF) SYSTEM for PASIG CITY CHILDREN'S HOSPITA – CHILD'S HOPE

Project Description:

This project entitled, "Supply and Installation of Parts for Variable Refrigerant Flow (VRF) System", is envisioned to maintain the good running condition of the VRF System at Pasig City Children's Hospital. VRF are extremely efficient means of regulating the temperature within the building.

Scope of Works:

Supply of labor, materials and technical supervision for the repair works of 1 unit "Toshiba" VRF System.

Model: MMY MAP1004HT7 / 20910004 MMY MAP1004HT7 / 20910007

Parts to be replaced: 1. ACCU Fan Motor - 1 Unit 2. ACCU Inverter PCB - 2 Units

Terms of Delivery:

Delivery of service is ninety (90) days upon receipt of Purchase Order (P.O.) and Notice to Proceed (N.T.P.)

Terms of Payment:

Payment is forty-five (45) days upon complete delivery of service.

Warranty:

Parts and Labor – One (1) year warranty.

Prepared by:

Engr. Rosalié A. Enriquez
Facilities and Management Section