



## REQUEST FOR QUOTATION

Date: 07 July 2023

RFQ No.: 100-23-05-1184

Name of Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Name of Store/Shop: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 TIN: \_\_\_\_\_  
 PhilGEPS Registration Number: \_\_\_\_\_

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure Supply, Delivery and Installation of Split Type Inverter Air-Conditioning Units and Inverter Floor Mounted Air-Conditioning Units - CHO with an Approved Budget for the Contract (ABC) of **Php 500,000.00**, in accordance with Section 53.9 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 each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	<b>Split Type Inverter Airconditioning 1.0 HP,</b> - Voltage: 220V-230-V - Filter: Hepa Filter - Temperature Control: Digital - Accessories: Wireless Remote Control - Piping lines (for gas and liquid) - Pipe Drains (PVC Blue Pipe) - Electrical wiring and metal conduits with safety breakers (ECB) - Angular bar supporting (flat form/base and brackets)		2	unit	70,000.00	140,000.00		
2	<b>Inverter Floor Mounted (Floor Standing) Airconditioning 3HP,</b> - Power Supply-220V-230V with remote control  Installation Inclusions: - Dismantling of two (2) old units wall mounted split type aircon - Every units must have its breaker - Mechanical installation - Refrigerant piles and fittings and condensate drain pipe		4	unit	90,000.00	360,000.00		



	<ul style="list-style-type: none"> <li>- Refrigerant pips insulation and condensate pipe insulation</li> <li>- Freon and other standard accessories to inter connect the above equipment</li> <li>- Include electrical wires and breaker for each unit</li> <li>- Flexible conduit pipe and fittings and other miscellaneous materials to complete the power control wiring</li> <li>- Chipping and boring of holes through walls, ceilings for the passage of refrigerant, electrical and condensate piping system</li> <li>- Provide sleeve on wall penetration</li> <li>- Provide vibration isolator and concrete pad for outdoor unit installation</li> <li>- Provide all necessary hangers and supports and scaffolding for installation</li> </ul>					
<b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any.		<b>Total</b>	<b>500,000.00</b>			
<b>DELIVERY TERM:</b> Within Sixty (60) calendar days upon the receipt of Notice to Proceed.						

*\*Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, 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). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPs Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).

In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:

1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
  2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement** ([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](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.

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



(02) 8643-1111 \* (02) 8641-1111 loc 1461 \* bidsandawards@pasigcity.gov.ph \*

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**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), 4<sup>th</sup> 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, 4<sup>th</sup> Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

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](mailto: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, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.**


**Conforme:**

_____	_____
Signature over Printed Name	Position

Duly authorized to sign quotation/offer for and on behalf of \_\_\_\_\_  
(Please indicate Company Name)

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 [pasigcity.gov.ph](http://pasigcity.gov.ph)



### Terms of Reference

- Project:** Supply, Delivery and Installation of four (4) 3.0 HP floor mounted ( Floor standing ) air-Conditioning unit  
Units for CHD- CHAMP Maternity Clinic, Manggahan Lying-in,  
San Joaquin Lying in and Nagpayong Lying In
- Proponent:** CITY HEALTH DEPARTMENT  
CHAMP Maternity Clinic, Manggahan Lying-in ,  
San Joaquin Lying In and Nagpayong Lying In
- Location:** Pasig City (CHAMP Maternity Clinic, Manggahan Lying-in,  
San Joaquin Lying In and Nagpayong Lying In

#### I. Purpose

The CHD-CHAMP maternity clinic desires to engage the service of a supplier/contractor for the supply, delivery and installation of four (4) 3.0 HP floor mounted air-conditioning unit to CHD-CHAMP Maternity clinic, Manggahan Lying-in, San Joaquin Lying in and Nagpayong Lying In, in Pasig city.

#### II. Installation/Scope of Work

The Supplier/Contractor shall supply, deliver and install all equipment design to satisfy the technical requirements of four (4) 3.0 HP floor mounted air-conditioning unit described at the CHAMP Maternity clinic, Manggahan Lying-in, San Joaquin Lying In and Nagpayong Lying In in Pasig city. The Supplier/Contractor shall conduct all necessary on-site inspections before, during and after the installation period.

#### III. Target Output/Timeframe

The Supplier/Contractor shall supply deliver and install the above mentioned air-conditioning unit which shall be completed with sixty (60) calendar days or earlier from the date the Supplier/Contractor receives notice to proceed.

#### IV. Responsibility of Supplier/Contractor

a. The Supplier/Contractor shall be responsible:

- ✓ In providing all equipments, materials, works and services required and necessary for the completion of the supply, delivery, and installation of the four (4) air-conditioning units.
- ✓ In providing the necessary technical and skilled manpower, tools, test equipment and materials in inspecting and testing the units after being installed.
- ✓ In Solving all technical problems with regard to the inter-working of the units being installed.

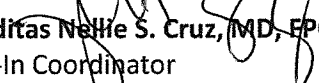
Installation Inclusions:

1. Every unit/s must have its breaker.
2. Mechanical installation
3. Refrigerant pipes and fittings and condensate drain pipe.
4. Refrigerant pipe insulation and condensate pipe insulation.
5. Freon and other standard accessories to inter connect the above equipment.
6. Include electrical wires and breaker for each unit.
7. Flexible conduit pipe and fittings and other miscellaneous materials to complete the power control wiring.
8. Chipping and boring of holes through walls, ceiling for the passage of refrigerant, electrical and condensate piping system.
9. Provide sleeve on wall penetration.
10. Provide vibration isolator and concrete pad for outdoor unit installation.
11. Provide all necessary hangers and supports and scaffolding for installation.

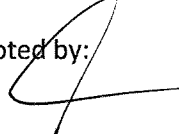
b. Upon completion of the installation, the supplier/contractor shall remove from the site, as early as possible, all tools, and equipment not constituting part of the contract and shall clean up and remove any waste brought up by the said installation.

- c. In case any damage to the building and equipment, etc. caused by the installation, the supplier/contractor shall at its own expense restore to its original state.
- d. The supplier/contractor shall provide a warranty within a period of one (1) year on parts and labor/service on all the air-conditioning units and five (5) years on compressor.

Prepared by:

  
**Maria Mercedes Nellie S. Cruz, MD, FPOGS, FPSUOG**  
CHAMP Lying-In Coordinator

Noted by:

  
**Joseph R. Panaligan, MD, MHA**  
City Health Officer