



## REQUEST FOR QUOTATION

Date: 08 September 2023  
RFQ No.: R2 100-23-03-595

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 **Preventive Maintenance of Air Conditioning Unit – Pasig City Children's Hospital** with an Approved Budget for the Contract (ABC) of **Php 675,200.00**, 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
<b>PHASE 1- Preventive Maintenance of Air Conditioning Units, September – October Upper Roof Deck</b>								
1	Chilled Water Pump 1 - Centrifugal Pump		1	unit	5,000.00	5,000.00		
2	Chilled Water Pump 2 - Centrifugal Pump		1	unit	5,000.00	5,000.00		
3	Chilled Water Pump 3 - Centrifugal Pump		1	unit	5,000.00	5,000.00		
4	Primary Air Handling Unit (AHU) - 45TR/CHW AHU		1	unit	11,000.00	11,000.00		
5	Air Cooled Chiller 1 - Air Cooled Type		1	unit	7,000.00	7,000.00		
6	Air Cooled Chiller 2 - Air Cooled Type		1	unit	7,000.00	7,000.00		
7	Air Cooled Chiller 3 - Air Cooled Type		1	unit	7,000.00	7,000.00		
8	Toshiba VRF Air Cooled Condenser - Air Cooled Type		1	unit	5,000.00	5,000.00		
9	Toshiba VRF Air Cooled Condenser - Air Cooled Type		1	unit	5,000.00	5,000.00		
<b>Roof Deck – Coffee Shop</b>								
10	Unit 1 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
11	Unit 2 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		

12	Unit 3 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
	<b>Roof Deck – Multi Purpose Area</b>							
13	Unit 1 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
14	Unit 2 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
15	Unit 3 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
16	Unit 4 - Floor Mounted (Media) - Floor Mounted Media		1	unit	1,800.00	1,800.00		
	<b>6<sup>th</sup> floor - MIS</b>							
17	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - Hallway</b>							
18	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - PSR</b>							
19	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
20	Window Type - Window Type		1	unit	800.00	800.00		
	<b>6<sup>th</sup> floor – Training Room</b>							
21	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - NSO</b>							
22	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
23	Ceiling Suspended - Split Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - Library</b>							
24	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – Medical Records</b>							
25	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
26	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
27	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - HR</b>							
28	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – ISO Office</b>							
29	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – Anesthesia Office</b>							
30	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – Emergency Dept.</b>							
31	Concealed - VRF Type		1	unit	1,500.00	1,500.00		

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	<b>6<sup>th</sup> floor – Pedia Dept.</b>							
32	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – Doctor’s Quarter</b>							
33	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - Hallway</b>							
34	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – Director’s Office</b>							
35	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor - AVR</b>							
36	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
37	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – Physical Therapy</b>							
38	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
39	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> floor – AHU ROOM (Starcom)</b>							
40	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>5<sup>th</sup> Floor – Air Handling Unit (AHU)</b>							
41	Air Handling Unit (AHU) - 27TR/AHU CHW		1	unit	6,000.00	6,000.00		
	<b>5<sup>th</sup> Floor - Hallway</b>							
42	Unit 1 - Window Type / Carrier		1	unit	1,500.00	1,500.00		
43	Unit 2 - Window Type / Carrier		1	unit	1,500.00	1,500.00		
44	Unit 3 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
45	Unit 4 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
46	Unit 5 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
47	Unit 6 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
48	Unit 7 - Ceiling Mounted (Koppel)		1	unit	1,500.00	1,500.00		
	<b>5<sup>th</sup> Floor – Private Room</b>							
49	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
50	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
51	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
52	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
53	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		

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54	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
55	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
56	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
57	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
58	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
59	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
60	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
61	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
62	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
63	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
64	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
65	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
66	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
67	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
68	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
69	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
70	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
71	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
	<b>4<sup>th</sup> Floor – Air Handling Unit (AHU)</b>							
72	Air Handling Unit (AHU) - 27TR/AHU		1	unit	6,700.00	6,700.00		
	<b>4<sup>th</sup> Floor – Hallway</b>							
73	Window Type/Carrier - Window Type		1	unit	1,200.00	1,200.00		
74	Window Type/Carrier - Window Type		1	unit	1,200.00	1,200.00		
75	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
76	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
77	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
78	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
79	Ceiling Mounted (Koppel)		1	unit	1,500.00	1,500.00		
80	Doctor's Quarter's - Window Type		1	unit	1,200.00	1,200.00		
81	Miscellaneous - Window Type		1	unit	1,200.00	1,200.00		
82	Doffing Area - Window Type		1	unit	1,200.00	1,200.00		
	<b>4<sup>th</sup> Floor – Wards Rooms</b>							

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83	Room 1 - Window Type		1	unit	1,200.00	1,200.00		
84	Room 2 - Window Type		1	unit	1,200.00	1,200.00		
85	Room 3 - Window Type		1	unit	1,200.00	1,200.00		
86	Room 4 - Window Type		1	unit	1,200.00	1,200.00		
87	Room 5 - Window Type		1	unit	1,200.00	1,200.00		
88	Room 6 - Window Type		1	unit	1,200.00	1,200.00		
89	Room 7 - Window Type		1	unit	1,200.00	1,200.00		
90	Room 8 - Window Type		1	unit	1,200.00	1,200.00		
91	Room 9 - Window Type		1	unit	1,200.00	1,200.00		
92	Room 10 - Window Type		1	unit	1,200.00	1,200.00		
93	Room 11 - Window Type		1	unit	1,200.00	1,200.00		
94	Room 12 - Window Type		1	unit	1,200.00	1,200.00		
95	Room 13 - Window Type		1	unit	1,200.00	1,200.00		
96	Room 14 - Window Type		1	unit	1,200.00	1,200.00		
97	Room 15 - Window Type		1	unit	1,200.00	1,200.00		
	<b>3<sup>rd</sup> Floor – Air Handling Unit (AHU)</b>							
98	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 4.5TR		1	unit	5,500.00	5,500.00		
99	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 4.5TR		1	unit	5,500.00	5,500.00		
100	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 4.5TR		1	unit	5,500.00	5,500.00		
	<b>3<sup>rd</sup> Floor – Air Handling Unit (AHU)</b>							
101	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	7,500.00	7,500.00		
102	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	7,500.00	7,500.00		
	<b>3<sup>rd</sup> Floor – Dietary</b>							
103	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
104	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
105	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
	<b>3<sup>rd</sup> Floor – Diagnostic</b>							
106	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
107	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
108	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
	<b>3<sup>rd</sup> Floor – Radiology</b>							

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109	CT Scan - Floor Mounted (Koppel) - Split Type		1	unit	1,800.00	1,800.00		
110	CT Scan - Floor Mounted (New) - Split Type		1	unit	1,800.00	1,800.00		
111	X-Ray Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
112	Hallway Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>3<sup>rd</sup> Floor – Laboratory</b>							
113	Ceiling Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
114	Cassette Type (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>3<sup>rd</sup> Floor – Molecular</b>							
115	Ceiling Concealed (Mitsubishi) - Split Type		1	unit	1,500.00	1,500.00		
116	Ceiling Concealed (Mitsubishi) - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>nd</sup> Floor – Air Handling Unit (AHU)</b>							
117	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	3,500.00	3,500.00		
118	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	3,500.00	3,500.00		
	<b>2<sup>nd</sup> Floor – Dialysis Room</b>							
119	Window Type - Window Type		1	unit	800.00	800.00		
	<b>2<sup>nd</sup> Floor – PICU</b>							
120	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
121	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>nd</sup> Floor – Operating Room</b>							
122	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
123	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
124	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
125	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
126	Cassette Type - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>nd</sup> Floor – OPD</b>							
127	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
128	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
129	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
130	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
131	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
132	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
133	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		

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134	Records (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
135	Hallway (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
136	Floor Mounted - Split Type		1	unit	1,800.00	1,800.00		
	<b>Ground Floor – Admitting</b>							
137	Wall Mounted / TCL - Split Type		1	unit	1,500.00	1,500.00		
138	Wall Mounted / KOLIN - Split Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Social Service</b>							
139	Window Type (TCL) - Window Type		1	unit	1,500.00	1,500.00		
140	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
	<b>Ground Floor – One Stop Shop</b>							
141	Window Type - Window Type		1	unit	1,200.00	1,200.00		
142	Window Type - Window Type		1	unit	1,200.00	1,200.00		
143	Ceiling Concealed (Toshiba) - VRF Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Pharmacy</b>							
144	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
145	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
146	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
147	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
148	Ceiling Mounted / Koppel - Split Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Emergency Room</b>							
149	Ceiling Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
150	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
151	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Control Room</b>							
152	Ceiling Mounted Carrier - Split Type		1	unit	1,500.00	1,500.00		
	<b>Basement – Air Handling Unit (AHU)</b>							
153	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	5,500.00	5,500.00		
	<b>Basement – Facilities Management Section</b>							
154	FCU - FCU/CHW		1	unit	1,200.00	1,200.00		
155	Window Type - Window Type		1	unit	1,200.00	1,200.00		
	<b>Basement – Motor pool</b>							
156	Ceiling Mounted/Carrier - Split Type		1	unit	1,500.00	1,500.00		

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	<b>Basement – PSR Stock Room</b>							
157	Cassette Type - Split Type		1	unit	1,500.00	1,500.00		
158	Cassette Type - Split Type		1	unit	1,500.00	1,500.00		
	<b>Basement – Mortuary</b>							
159	FCU - FCU/CHW		1	unit	1,200.00	1,200.00		
160	Wall Mounted (Kolin) - Split Type		1	unit	1,500.00	1,500.00		
161	Window Type - Window Type		1	unit	1,200.00	1,200.00		
	<b>PHASE 2 – PREVENTIVE MAINTENANCE OF AIR CONDITIONING UNITS, NOVEMBER - DECEMBER</b>							
162	Chilled Water Pump 1 - Centrifugal Pump		1	unit	5,000.00	5,000.00		
163	Chilled Water Pump 2 - Centrifugal Pump		1	unit	5,000.00	5,000.00		
164	Chilled Water Pump 3 - Centrifugal Pump		1	unit	5,000.00	5,000.00		
165	Primary Air Handling Unit (AHU) - 45TR/CHW AHU		1	unit	11,000.00	11,000.00		
166	Air Cooled Chiller 1 - Air Cooled Type		1	unit	7,000.00	7,000.00		
167	Air Cooled Chiller 2 - Air Cooled Type		1	unit	7,000.00	7,000.00		
168	Air Cooled Chiller 3 - Air Cooled Type		1	unit	7,000.00	7,000.00		
169	Toshiba VRF Air Cooled Condenser - Air Cooled Type		4	unit	5,000.00	20,000.00		
170	Toshiba VRF Air Cooled Condenser - Air Cooled Type		10	unit	5,000.00	50,000.00		
	<b>Roof Deck – Coffee Shop</b>							
171	Unit 1 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
172	Unit 2 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
173	Unit 3 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
	<b>Roof Deck – Multi Purpose Area</b>							
174	Unit 1 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
175	Unit 2 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
176	Unit 3 - Concealed (VRF) - Concealed		1	unit	1,500.00	1,500.00		
177	Unit 4 - Floor Mounted (Media) - Floor Mounted Media		1	unit	1,800.00	1,800.00		
	<b>6<sup>th</sup> Floor – MIS</b>							
178	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Hallway</b>							
179	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – PSR</b>							

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181	Window Type - Window Type		1	unit	800.00	800.00		
	<b>6<sup>th</sup> Floor – Training Room</b>							
182	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – NSO</b>							
183	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
184	Ceiling Suspended - Split Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Library</b>							
185	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Medical Record</b>							
186	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
187	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
188	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – HR</b>							
189	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – ISO Office</b>							
190	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Anesthesia Office</b>							
191	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Emergency Dept.</b>							
192	Concealed - VRF Type		1	pcs	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Pedia Dept.</b>							
193	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Doctor’s Quarter</b>							
194	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Hallway</b>							
195	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – Director’s Office</b>							
196	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – AVR</b>							
197	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
198	Concealed - VRF Type		1	unit	1,500.00	1,500.00		

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	<b>6<sup>th</sup> Floor – Physical Therapy</b>							
199	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
200	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>6<sup>th</sup> Floor – AHU Room (Starcom)</b>							
201	Concealed - VRF Type		1	unit	1,500.00	1,500.00		
	<b>5<sup>th</sup> Floor – Air Handling Unit (AHU)</b>							
202	Air Handling Unit (AHU) - 27TR/AHU CHW		1	unit	6,000.00	6,000.00		
	<b>5<sup>th</sup> Floor – Hallway</b>							
203	Unit 1 - Window Type / Carrier		1	unit	1,500.00	1,500.00		
204	Unit 2 - Window Type / Carrier		1	unit	1,500.00	1,500.00		
205	Unit 3 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
206	Unit 4 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
207	Unit 5 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
208	Unit 6 - Wall Mounted (Koppel)		1	unit	1,500.00	1,500.00		
209	Unit 7 - Ceiling Mounted (Koppel)		1	unit	1,500.00	1,500.00		
	<b>5<sup>th</sup> Floor – Private Room</b>							
210	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
211	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
212	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
213	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
214	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
215	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
216	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
217	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
218	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
219	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
220	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
221	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
222	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
223	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
224	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
225	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		

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226	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
227	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
228	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
229	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
230	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
231	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
232	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
	<b>4<sup>th</sup> Floor – Air Handling Unit (AHU)</b>							
233	Air Handling Unit (AHU) - 27TR/AHU		1	unit	6,700.00	6,700.00		
	<b>4<sup>th</sup> Floor – Hallway</b>							
234	Window Type/Carrier - Window Type		1	unit	1,200.00	1,200.00		
235	Window Type/Carrier - Window Type		1	unit	1,200.00	1,200.00		
236	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
237	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
238	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
239	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
240	Ceiling Mounted (Koppel)		1	unit	1,500.00	1,500.00		
241	Doctor's Quarter's - Window Type		1	unit	1,200.00	1,200.00		
242	Miscellaneous - Window Type		1	unit	1,200.00	1,200.00		
243	Doffing Area - Window Type		1	unit	1,200.00	1,200.00		
	<b>4<sup>th</sup> Floor – Ward Rooms</b>							
244	Room 1 - Window Type		1	unit	1,200.00	1,200.00		
245	Room 2 - Window Type		1	unit	1,200.00	1,200.00		
246	Room 3 - Window Type		1	unit	1,200.00	1,200.00		
247	Room 4 - Window Type		1	unit	1,200.00	1,200.00		
248	Room 5 - Window Type		1	unit	1,200.00	1,200.00		
249	Room 6 - Window Type		1	unit	1,200.00	1,200.00		
250	Room 7 - Window Type		1	unit	1,200.00	1,200.00		
251	Room 8 - Window Type		1	unit	1,200.00	1,200.00		
252	Room 9 - Window Type		1	unit	1,200.00	1,200.00		
253	Room 10 - Window Type		1	unit	1,200.00	1,200.00		
254	Room 11 - Window Type		1	unit	1,200.00	1,200.00		

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255	Room 12 - Window Type		1	unit	1,200.00	1,200.00		
256	Room 13 - Window Type		1	unit	1,200.00	1,200.00		
257	Room 14 - Window Type		1	unit	1,200.00	1,200.00		
258	Room 15 - Window Type		1	unit	1,200.00	1,200.00		
	<b>3<sup>RD</sup> Floor – Air Handling Unit (AHU)</b>							
259	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 4.5TR		1	unit	5,500.00	5,500.00		
260	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 4.5TR		1	unit	5,500.00	5,500.00		
261	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 4.5TR		1	unit	5,500.00	5,500.00		
	<b>3<sup>RD</sup> Floor – Air Handling Unit (AHU)</b>							
262	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	7,500.00	7,500.00		
263	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	7,500.00	7,500.00		
	<b>3<sup>RD</sup> Floor – Dietary</b>							
264	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
265	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
266	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
	<b>3<sup>RD</sup> Floor – Diagnostic</b>							
267	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
268	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
269	FCU - CHW Concealed		1	unit	1,500.00	1,500.00		
	<b>3<sup>RD</sup> Floor – Radiology</b>							
270	CT Scan - Floor Mounted (Koppel) - Split Type		1	unit	1,800.00	1,800.00		
271	CT Scan - Floor Mounted (New) - Split Type		1	unit	1,800.00	1,800.00		
272	X-Ray Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
273	Hallway Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>3<sup>RD</sup> Floor – Laboratory</b>							
274	Ceiling Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
275	Cassette Type (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>3<sup>RD</sup> Floor – Molecular</b>							
276	Ceiling Concealed (Mitsubishi) - Split Type		1	unit	1,500.00	1,500.00		
277	Ceiling Concealed (Mitsubishi) - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>ND</sup> Floor – Air Handling Unit (AHU)</b>							

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278	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	3,500.00	3,500.00		
279	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	3,500.00	3,500.00		
	<b>2<sup>ND</sup> Floor – Dialysis</b>							
280	Window Type - Window Type		1	unit	800.00	800.00		
	<b>2<sup>ND</sup> Floor – PICU</b>							
281	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
282	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>ND</sup> Floor – Operating Room</b>							
283	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
284	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
285	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
286	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>ND</sup> Floor – NICU</b>							
287	Cassette Type - Split Type		1	unit	1,500.00	1,500.00		
	<b>2<sup>ND</sup> Floor – OPD</b>							
288	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
289	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
290	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
291	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
292	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
293	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
294	One Way Cassette (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
295	Records (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
296	Hallway (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
297	Floor Mounted - Split Type		1	unit	1,800.00	1,800.00		
	<b>Ground Floor – Admitting</b>							
298	Wall Mounted / TCL - Split Type		1	unit	1,500.00	1,500.00		
299	Wall Mounted / KOLIN - Split Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Social Service</b>							
300	Window Type (TCL) - Window Type		1	unit	1,500.00	1,500.00		
301	Wall Mounted (Toshiba) - VRF Type		1	unit	1,200.00	1,200.00		
	<b>Ground Floor – One Stop Shop</b>							

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302	Window Type - Window Type		1	unit	1,200.00	1,200.00		
303	Window Type - Window Type		1	unit	1,200.00	1,200.00		
304	Ceiling Concealed (Toshiba) - VRF Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Pharmacy</b>							
305	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
306	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
307	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
308	FCU - CHW Concealed		1	unit	1,200.00	1,200.00		
309	Ceiling Mounted / Koppel - Split Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Emergency Room</b>							
310	Ceiling Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
311	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
312	Wall Mounted (Koppel) - Split Type		1	unit	1,500.00	1,500.00		
	<b>Ground Floor – Control Room</b>							
313	Ceiling Mounted Carrier - Split Type		1	unit	1,500.00	1,500.00		
	<b>Basement – Air Handling Unit (UHA)</b>							
314	Air Handling Unit (AHU) - Air Handling (Chilled Water Type) 27TR		1	unit	5,500.00	5,500.00		
	<b>Basement – Facilities Management Section</b>							
315	FCU - FCU/CHW		1	unit	1,200.00	1,200.00		
316	Window Type - Window Type		1	unit	1,200.00	1,200.00		
	<b>Basement – Motor pool</b>							
317	Ceiling Mounted/Carrier - Split Type		1	unit	1,500.00	1,500.00		
	<b>Basement – PSR Stock Room</b>							
318	Cassette Type - Split Type		1	unit	1,500.00	1,500.00		
319	Cassette Type - Split Type		1	unit	1,500.00	1,500.00		
	<b>Basement – Mortuary</b>							
320	FCU - FCU/CHW		1	unit	1,200.00	1,200.00		
321	Wall Mounted (Kolin) - Split Type		1	unit	1,500.00	1,500.00		
	<b>Basement – Line office</b>							
322	Window Type - Window Type, Preventive Maintenance of Air Conditioning Units A. General Cleaning Activities		1	unit	1,200.00	1,200.00		

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<ol style="list-style-type: none"> <li>1. General cleaning of indoor and outdoor units</li> <li>2. Cleaning of filters, panel, fan, guard, louvers and covers</li> <li>3. Check for noise, temperature and unusual vibration</li> <li>4. Retightening of terminal lugs, bolts supports and other loose connections</li> <li>5. Inspect electrical connection, power supply, magnetic contractors, overload, relay &amp; other termination for sign oxidation deformity.</li> <li>6. Conduct parameters reading i.e. pressure, current &amp; voltage</li> <li>7. Check cooling capacity of unit, conduct assessment if found under performance</li> <li>8. Check all fans and blower to ensure good condition (i.e. voltage, current)</li> <li>9. Perform de-clogging of FCU drain lines if found clogged/overflowing.</li> <li>10. Submission of PM service report of completed services, with recommendation for corrective action.</li> </ol>						
<b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any.	<b>Total</b>		<b>675,200.00</b>			
<b>DELIVERY TERM:</b> Please refer to the Terms of Reference.						

*\*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.*

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# TERMS OF REFERENCE (TOR)

595

## PREVENTIVE MAINTENANCE SERVICES OF AIR CONDITIONING UNITS FOR PASIG CITY CHILDREN'S HOSPITAL-CHILD'S HOPE

**Project Description:**

This project entitled, "Preventive Maintenance Services for Air Conditioning Units", is envisioned to ensure efficient and comfortable cooling for our patients and staff at Pasig City Children's Hospital. This will also avoid unwanted and costly failure of the aforementioned system and its individual units.

**Purpose:**

The purpose of this Terms of Reference (TOR) is to solicit the proposals from interested and qualified contractors for this project for the calendar year 2023. The procurement for this project shall be in accordance with Republic Act No. 9184 or the Government Procurement Reform Act and its Revised Implementing Rules and Regulations.

**List of Air-conditioning Units:**

**Basement:**

INDOOR	
Air Handling Unit (AHU)	1 Unit
Engineering/Maintenance Room : FCU	1 Unit
Window Type	1 Unit
Motor pool : Ceiling mounted, split type	1 Unit
PSR Stock Room : Cassette type	2 Units
Mortuary : FCU	1 Unit
Wall Mounted (Kolin), split type	1 Unit
Linen Office : Window type	1 Unit

**Ground Floor:**

INDOOR	
<b>OPD</b>	
Clinic 1, One way Cassette (Toshiba) VRF	1 Unit
Clinic 2, One way cassette (Toshiba) VRF	1 Unit
Clinic 3, One way cassette (Toshiba) VRF	1 Unit
Clinic 4, One way cassette (Toshiba) VRF	1 Unit
Clinic 5, One way cassette (Toshiba) VRF	1 Unit
Clinic 6, One way cassette (Toshiba) VRF	1 Unit
Clinic 7, One way cassette (Toshiba) VRF	1 Unit
Records, VRF type	1 Unit
Hallway, VRF type	1 Unit
Admitting : Split Type	2 Units
Social Service : Wall mounted (Toshiba) VRF	1 Unit
Window Type	1 Unit
<b>One Stop Shop:</b>	
Window Type	2 Units
Ceiling Concealed (Toshiba)	1 Unit

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Pharmacy : FCU, CHW concealed	4 Units
Emergency Room : Ceiling mounted (Koppel)	1 Unit
Wall mounted (Koppel)	2 Units
Control Room : Ceiling Mounted (Carrier )	1Unit

**2<sup>nd</sup> Floor:**

Air Handling Unit (AHU)	
Air handling unit (AHU), chilled water type	2 Units
Dialysis Room : Window type	1 Unit
PICU : Wall Mounted, split type	2 Units
Operating Room : Wall mounted, split type	4 Units
NICU : Cassette type, split type	1 Unit



**3<sup>rd</sup> Floor:**


Air Handling Unit (AHU) , Chilled Water Type	5 Units
Dietary : FCU , CHW Concealed	3 Units
Diagnostics : FCU, CHW Concealed	3 Units
Radiology : Floor mounted split type (Koppel)	2 Units
Wall mounted, split type (Koppel)	2 Units
Laboratory : Ceiling Mounted , (Koppel)	1 Unit
Cassette type (Koppel)	1 Unit
Molecular: Ceiling Concealed , split type ( Mitsubishi )	2 Units

**4<sup>th</sup> Floor:**

Air Handling Unit (AHU), 27 TR/ AHU	1 Unit
Hallway : Window type , Carrier	2 Units
Wall mounted, split type (Koppel)	3 Units
Ceiling mounted ( Koppel)	1 Unit
Doctor's Quarter : Window type	1 Unit
Miscellaneous : Window type	1 Unit
Doffing Area : Window type	1 Unit
Ward Rooms : Window type	15 Units

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**5<sup>th</sup> Floor**

Air Handling Unit (AHU)	1 Unit
Hallway: Window Type, Carrier	2 Units
Wall mounted, Koppel	4 Units
Ceiling mounted, Koppel	1 Unit
Private Rooms : Wall mounted, VRF type	23 Units

**6<sup>th</sup> Floor:**

<b>INDOOR</b>	
MIS : Concealed VRF type	1 Unit
Hallway : Concealed VRF type	1 Unit
PSR : Concealed VRF type	1 Unit
Window type	1 Unit
Training Room : Concealed VRF type	1 Unit
NSO : Concealed VRF type	1 Unit
Ceiling suspended, split type	1 Unit
Library : Concealed VRF type	1 Unit
Medical Records : Concealed VRF type	3 Units
HR : Concealed, VRF type	1 Unit
ISO Office : Concealed, VRF type	1 Unit
Anesthesia Office: Concealed, VRF type	1 Unit
Emergency Dept. : Concealed, VRF type	1 Unit
Pediatric Dept.: Concealed, VRF type	1 Unit
Doctor's Quarter : Concealed VRF type	1 Unit
Hallway: Concealed VRF type	1 Unit
Director's Office : Concealed VRF type	1 Unit
AVR : Concealed VRF type	2 Units
Physical Therapy: Concealed VRF type	2 Units
AHU Room : Concealed VRF type	1 Unit

**Roof Deck:**


Coffee Shop : Concealed-VRF type	3 Units
Multi-Purpose : Concealed, VRF type	4 Units
Floor Mounted	1 Unit


**Upper Roof Deck:**

Chilled Water Pump 1	1 Unit
Chilled Water Pump 2	1 Unit
Chilled Water Pump 3	1 Unit
Primary Air Handling Unit (AHU) 45TR/CHW AHU	1 Unit
Air Cooled Chiller 1	1 Unit
Air Cooled Chiller 2	1 Unit
Air Cooled Chiller 3	1 Unit
Toshiba VRF Air Cooled Chiller Condenser	14 Units

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**Scope of Works:**

Supply of manpower, technical supervision and tools to undertake the Preventive Maintenance of the Air-Conditioning Units.

1. General cleaning of indoor and outdoor units.
2. Cleaning of filters, panel, fan, guard, louvers and covers.
3. Check for noise, temperature and unusual vibrations.
4. Retightening of terminal lugs, bolts supports and other loose connections.
5. Inspect electrical connection, power supply, magnetic contactors, overload, relay and other termination for sign oxidation deformity.
6. Conduct parameters reading i.e. pressure, current and voltage.
7. Check cooling capacity of unit, conduct assessment if found under performance, include the model and serial number of all units.
8. Check all fans and blower to ensure good condition (i.e. Voltage, current).
9. Perform de-clogging of FCU drain lines if found clogged/overflowing.
10. Submission of Preventive Maintenance Service Report of completed services with recommendation for corrective action.

**Warranty:**

1. Emergency services as needed including weekends and holidays without any additional cost.
2. Warranty of Service is until December 31, 2023.


**Terms of Delivery :**

Delivery of services is upon receipt of the Purchase Order (P.O.) and the Notice to Proceed  
Phase 1 – September, October, 2023  
Phase 2 – November, December, 2023

**Payment Term :**

Payment is after the services rendered. Phase 1 – September, October, 2023  
Phase 2 – November, December, 2023


Prepared By:


  
Engr. Rosalie A. Enriquez  
Chief-Facilities Management Section

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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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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.

**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.

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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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