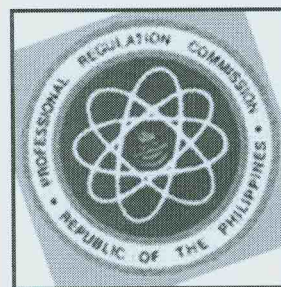


Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel. Fax: 310-0037
Email: prcbac2013@gmail.com



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY R. ROSALES
Vice-Chairperson

MARIA LIZA M. HERNANDEZ
Member

HENRIETTA P. NARVAEZ
Member

WILMA T. UNANA
Member

ALFONSO C. VILORIA
Provisional Member, Non-IT Projects

GREGORIO DELORO
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

VICTOR RICO P. LOPEZ
Member

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

REQUEST FOR QUOTATION (RFQ) No. 2018-012 (Negotiated Procurement)

Date:

Contact Person:

Name of Company:

Address:

Contact details:

Dear Sir/Madam:


The Bids and Awards Committee of the Professional Regulation Commission is inviting you to participate in the Negotiated Procurement under Section 53.9 – Small Value Procurement of the 2016 Revised IRR of R.A. No. 9184 for the project: **Procurement for the Supply of Labor and Materials for the Repair of Various Air Conditioning Units (ACU) in Various Offices.**

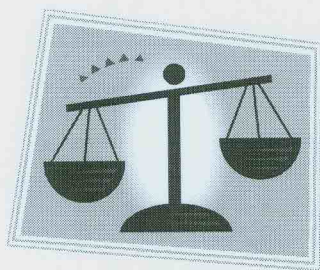
We are furnishing you herewith a copy of the posted Request for Quotation with Annexes "A-B", for your reference.

For inquiries you may email at prcbac2013@gmail.com or you may call the BAC Secretariat at Facsimile No. (02) 310-0037.

Thank you.

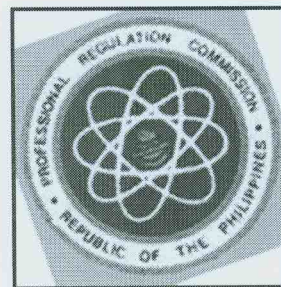
Very truly yours,


ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
BAC Chairman



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Member

REQUEST FOR QUOTATION (Negotiated Procurement)

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, with address at P. Paredes St., Sampaloc, Manila, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement for the Project: **Procurement for the Supply of Labor and Materials for the Repair of Various Air Conditioning Units (ACU) in Various Offices** in accordance with Section 53.9 (Small Value Procurement) of The 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : 1 Lot - Procurement for the Supply of Labor and Materials for the Repair of Various Air Conditioning Units (ACU) in Various Offices RFQ – NP No. 2018 – 012

Approved Budget for the Contract: Two Hundred Thirty-Two Thousand Eight Hundred Thirty-Seven Pesos (P232,837.00)

Location : Professional Regulation Commission
P. Paredes St., Sampaloc, Manila

Specification : See attached **Annex "A"** for the Term of Reference and **Annex "B"** for Financial Bid.

Delivery Date : Seven (7) working days upon receipt of Purchase Order (PO)

Interested bidders who are legally, technically and financially capable may submit their accomplished open quotation/proposal (**Annex "B"**) manually, through facsimile or via email, duly signed by the owner or his duly authorized representative **on or before 11 o'clock in the morning of May 16, 2018** manually at the BAC Office, QMS Section, 4th Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila, at which time the envelope containing the quotation or via email at prcbac2013@gmail.com will be evaluated at the Conference Room, 2nd Floor PRC Main Building, in the presence of the representative who may choose to attend.

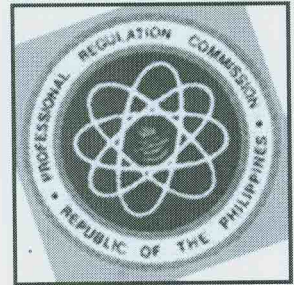
❖ TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
3. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
4. All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
5. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.



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Member

6. Any erasures or overwriting shall be valid only if they are properly signed by the bidder or his/her duly authorized representative/s.

Copies of the following eligibility requirements (or its equivalent/or if applicable) are also required to be submitted along with the quotation/proposal:

1. Valid Mayor's / Business Permit
2. PhilGEPS Registration Number
3. Latest Income / Business Tax Return
4. Omnibus Sworn Statement
5. BIR Certificate of Registration
6. DTI Registration

****For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)***

PRC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiries, you may contact the BAC Secretariat at Facsimile No. 310-0037

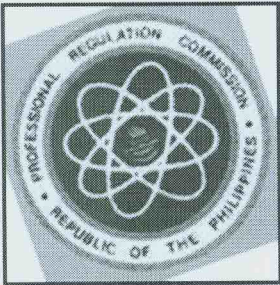
Very truly yours,

ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
BAC Chairman



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ANNEX "A"

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Chairman

ARJAY R. ROSALES
Vice-Chairperson

MARIA LIZA M. HERNANDEZ
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Member

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GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

TERMS OF REFERENCE (TOR)

PROCUREMENT FOR THE SUPPLY AND MATERIALS FOR THE REPAIR OF VARIOUS AIR CONDITIONING UNITS (ACU) IN VARIOUS OFFICES

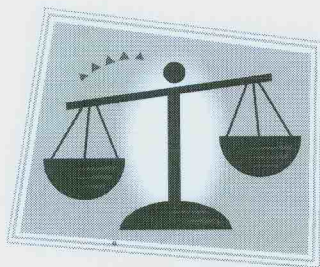
(Through Negotiated Procurement Pursuant to Section 53.9 of the 2016 Revised Implementing Rules and Regulations of R.A. 9184)

I. Approved Budget for the Contract

The supplier shall bid for all items described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of Two Hundred Thirty-Two Thousand Eight Hundred Thirty-Seven Pesos (P232,837.00), inclusive of all applicable bank and government charges.

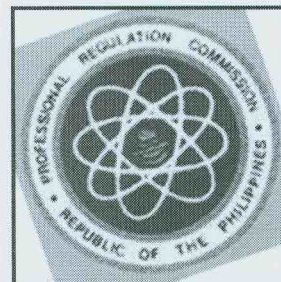
II. Specification

DESCRIPTION	SCOPE OF WORK	QUANTITY	LABOR & MATERIAL COST
1.Replacement of Motor Compressor for One (1) 3.0 HP capacity, Floor Mounted at Procurement and Supply Division	Supply of part, labor and materials for the replacement of Motor Compressor for One (1) 3.0 HP capacity, floor mounted with the following scope of work: ➤Dismantling of defective compressor ➤Flushing the system using refrigerant R-141B with Inert Gas ➤Install brand new compressor (Mitsubishi Brand NH44) ➤Pressurize the system using Nitrogen gas for leak testing ➤Recharging of Refrigerant R-22 ➤Test run and observation	1 unit	
2.Replacement of New Compressor and Filter Drier for One (1) 5.0 TR Floor Mounted Kolin Brand ACU at ICT Division	Supply of parts, labor and materials for the replacement of new compressor and filter drier for One (1) 5.0 TR floor mounted Kolin Brand ACU with the following scope of work: ➤Dismantling of defect compressor ➤Flushing the system using refrigerant R-141B with Inert Gas ➤Install brand new compressor (Model No. CSB373HGB Sanyo Brand) ➤Install brand new filter drier ➤Pressurized the system using Nitrogen gas for leak testing ➤Repair for leakage found ➤Recharging of Refrigerant R-22 ➤Test run and observation	1 unit	



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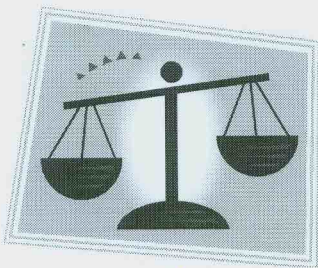
MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

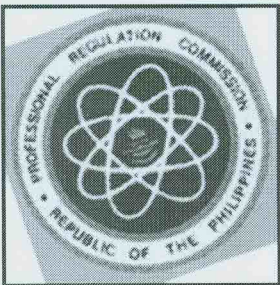
LIEZEL F. BURAGA
Member

3. Replacement of New Compressor and filter drier for One (1) 5.0 TR Floor Mounted Koppel ACU at Records Divisions	Supply of parts, labor and materials for the replacement of new compressor and filter drier for one (1) 5.0 TR Floor Mounted Koppel ACU with following scope of work: ➤ Dismantling of Defective compressor ➤ Flushing the system using refrigerant R-141B with Inert Gas ➤ Install brand new compressor (Model No. CSB373HGB Sanyo Brand) ➤ Install brand new filter drier ➤ Pressurize the system using Nitrogen gas for leak testing ➤ Repair for leakage found ➤ Recharging of Refrigerant R-22 ➤ Test run and observation	1 unit	
4. Repair of One (1) 10.0 TR Capacity & Two (2) 5.0 TR Capacity ACCU, Koppel Brand	Supply of labor and material and allied technical supervision for the repair of One (1) 10.0 TR capacity & two (2) 5.0 TR capacity ACCU, Koppel brand air conditioning unit with the following scope of work: ➤ Replacement of condenser fan motor and capacitor ➤ Replacement of fan blade 12"x1/2 bore ➤ Replacement of Filter drier ➤ System and reprocessing and re-charging of Freon ➤ Testing and commissioning	1 unit	
5. Repair of One (1) 5.0 TR Capacity Floor Mounted Type, Koppel Brand ACU	Supply of labor, parts and materials for the repair of one (1) 5.0 TR capacity floor mounted type, Koppel Brand ACU with the following scope of work: ➤ Replacement of fan Motor and Capacitor ➤ Replacement of fan blade ➤ System reprocessing ➤ Pressurize system using Nitrogen Gas for leak testing ➤ Internal Dehydration ➤ Recharging of Refrigerant R-22 ➤ Test run and observation	1 unit	
6. Repair of One (1) 3.0 TR Capacity Floor Mounted Type, Koppel Brand ACU	Supply of labor, parts and materials for the repair of one (1) 3.0 TR capacity floor mounted type, Koppel Brand ACU with the following scope of work: ➤ Replacement of magnetic contractor ➤ Replacement of running capacitor Dual 60+5UF ➤ Replacement of fan motor ➤ Replacement of fan blade ➤ System reprocessing ➤ Recharging of refrigerant R-22 ➤ Test run and observation	1 unit	



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Member

7. Repair of One (1) 3.0 TR Capacity Ceiling Suspended, Koppel Brand	Supply of labor, parts and materials for repair of one (1) 3.0 TR capacity ceiling suspended, Koppel Brand with following scopes of work: ➤ Replacement of fan blade ➤ Replacement of One (1) set PRC Board with receiver and Thermistor ➤ Replacement of magnetic contractor ➤ Test run and observation	1 unit	
8. Repair of One (1) 10.0 TR Capacity Floor Mounted, Koppel Brand	Supply of labor, part and materials for the replacement of fan motor with capacitor for one (1) 10.0 TYR capacity floor mounted, Koppel brand with following scope of work: ➤ Replacement of fan motor and capacitor ➤ Test run and observation	1 unit	
9. Repair of One (1) 2.5 HP window type Carrier brand AC Unit	Supply of labor and materials for the repair of One (1) 2.5 HP window type carrier brand AC unit in ICT Server Room (AC-13-004) due to compressor burned-out	1 unit	
Total Labor and Material Cost			

NOTE: INCLUSIVE OF 90 DAYS WARRANTY ON PARTS AND LABOR.

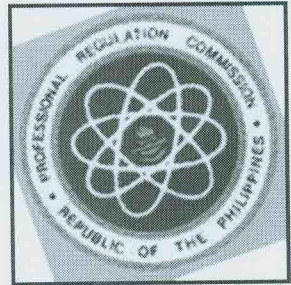
ACKNOWLEDGMENT AND COMPLIANCE
WITH THE TERMS OF REFERENCE FOR THE
PROCUREMENT FOR THE SUPPLY AND MATERIALS FOR THE REPAIR
OF VARIOUS AIR CONDITIONING UNITS (ACU) IN VARIOUS OFFICES

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY



Bids and Awards Committee

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Professional Regulation Commission
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ANNEX "B"

ARISTOGERSON J. GESMUNDO
Chairman

ARJAY R. ROSALES
Vice-Chairperson

MARIA LIZA M. HERNANDEZ
Member

HENRIETTA P. NARVAEZ
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Member

LIEZEL F. BURAGA
Member

PRICE QUOTATION SHEET FINANCIAL BID

Having read, examined and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

Total Bid Price for the Project (Inclusive of all Taxes)

In Figures: _____

In Words: _____

*THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT.

Bidder's authorized signature over printed name

Designation: _____

Name of Company: _____

Address: _____

Contact No: _____

Omnibus Sworn Statement

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 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 of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for [Name of the Project] of the [Name of the Procuring Entity];

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 and/or to represent the [Name of Bidder] in the bidding as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)];

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;

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: I am 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 following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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.

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

[Bidder's Representative/Authorized Signatory]

[JURAT]

[Handwritten signatures]

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

* This form will not apply for WB funded projects.

Handwritten signatures and initials