

## REQUEST FOR QUOTATION

REFERENCE NO.: **MR24-05-058**

We are inviting all interested contractors/suppliers to submit their best quotation for the **PROCUREMENT FOR THE SUPPLY OF LABOR AND MATERIALS FOR THE ONE-TIME PREVENTIVE MAINTENANCE OF THE ELECTRICAL SYSTEM OF THE NDC BUILDING:**

### **I. MOBILIZATION/DEMobilIZATION**

- Mobilization and preparation of materials, equipment, tools, consumables, and manpower to the job site.
- Hauling and disposal of debris to include housekeeping.

### **II. SCOPE OF WORK AND BREAKDOWN OF COST**

#### **1. PREVENTIVE MAINTENANCE SERVICE**

The general requirement to be performed during the service.

##### **a. Molded-Case Circuit Breaker**

- Inspect MCCB for signs of damage and overheating.
- Check connections if properly tightened.
- Inspect MCCB trip elements and linkages.
- Remove dirt and or dust accumulation on components/system.
- Retighten bolts and other connecting devices. Replace if necessary.

##### **b. Air Circuit Breaker**

- Inspect ACB for signs of damage and overheating.
- Check connections if properly tightened.
- Inspect ACB trip elements and linkages.
- Remove dirt and or dust accumulation on components/system.
- Retighten bolts and other connecting devices. Replace if necessary.

##### **c. Cables and Bus**

- Inspect for worn insulation, sharp bends, physical damage and other damages.
- Check bus connections if properly tightened.
- Inspect bus for signs of deterioration, corrosion, damage and electrical fault.
- Check cables and bus for Insulation resistance and polarization.
- Remove dirt and or dust accumulation on components/system.
- Retighten bolts and other connecting devices. Replace if necessary.
- Apply sealant to conduit.

##### **d. Transfer Switch**

- Inspect if switch is properly maintained and lubricated.
- Check if connections are properly installed.
- Check contacts and bolts for signs of deterioration and corrosion.
- Remove dirt and or dust accumulation on components/system.
- Retighten bolts and other connecting devices Replace if necessary.

##### **e. Other Works:**

- Conduct the following tests:
  - Trip unit testing
  - Insulation resistance test
  - Contact resistance test
  - Function test
- Record all parameters.
- Submit signed and sealed test reports, recommendations and remarks by a Professional Electrical Engineer (PEE).

- Submit thermal scanning report before and after.
- Conduct safety shut-down and test run with/without load.
- Determine/get ampere/current readings with and without load.

<b>FLOOR</b>	<b>PANELBOARD/ DISTRIBUTION PANEL, AND EQUIPMENT</b>	<b>AMOUNT (Php)</b>
Basement	Emergency Lighting Panel-B, Emergency Lighting Panel-B'	20,000.00
Electrical Room	Main Emergency Distribution Panel, Distribution Switchboard, Manual Transfer Switch, Automatic Transfer Switch, Busway, Main Switchboard, Generator Set Distribution Panel	50,000.00
Ground Floor	Distribution Panel-G, Lighting Panel-G, Lighting Panel-G', Power Panel-G, Emergency Lighting Panel-G,	20,000.00
2 <sup>nd</sup> Floor	Distribution Panel-2, Emergency Panel-2, Power Panel-2, Lighting Panel-2	20,000.00
3 <sup>rd</sup> Floor	Distribution Panel-3, Emergency Panel-3, Power Panel-3, Lighting Panel-3	20,000.00
4 <sup>th</sup> Floor	Distribution Panel-4, Emergency Panel-4, Power Panel-4, Lighting Panel-4	20,000.00
5 <sup>th</sup> Floor	Distribution Panel-5, Emergency Panel-5, Power Panel-5, Lighting Panel-5	20,000.00
6 <sup>th</sup> Floor	Distribution Panel-6, Emergency Panel-6, UPS Panel-6, Lighting Panel-6	20,000.00
7 <sup>th</sup> Floor	Distribution Panel-7, Emergency Panel-7, Power Panel-7, Lighting Panel-7	20,000.00
8 <sup>th</sup> Floor	Distribution Panel-8, Emergency Panel-8, Power Panel-8, Lighting Panel-8	20,000.00
9 <sup>th</sup> Floor	Distribution Panel-9, Emergency Panel-9, Lighting Panel-9	20,000.00
10 <sup>th</sup> Floor	Distribution Panel-10, Emergency Panel-10, Power Panel 1-10, Power Panel 2-10, Light Panel-10	20,000.00
11 <sup>th</sup> Floor	Distribution Panel-11, Emergency Panel-11, Light Panel-11, Power Panel-11	20,000.00
12 <sup>th</sup> Floor	Distribution Panel-H, Emergency Panel-12, Power Panel 1-12, Power Panel 2-12, Lighting Panel-12	20,000.00
Penthouse	Emergency Distribution Panel-H, Lighting Panel-C, Lighting Panel-C', Lighting Panel-H,	20,000.00
Machine Room	Power Panel-MR, Emergency Panel-MR	20,000.00
	<b>Grand Total</b> <b>(inclusive of all applicable Government Taxes)</b>	<b>350,000.00</b>

### III. OTHER TERMS

1. The contractor shall be responsible to restore any damage/s to NDC or any other properties incurred during work.

2. The contractor shall maintain cleanliness of the job site surroundings after undertaking the works.
3. The contractor shall provide all necessary accessories, usage of tools and equipment to complete the works.
4. The winning bidder shall post a performance security.

**Approved Budget** : ₱ 350,000.00 (inclusive of all applicable taxes)

**Submission of Quotation and Eligibility Requirements** : May 14, 2024

**Mode of Procurement** : Small Value Procurement

**Eligibility Requirements** :

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Certificate (certified true copy) or PhilGEPS Registration Number
3. Omnibus Sworn Statement (Notarized and accordance with GPPB Circular 04-2020 dated September 16, 2020)

**Note:** In lieu of the Mayor's Permit and PhilGEPS Registration Number, you may submit a valid Certificate of PhilGEPS Registration (Platinum Membership).

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

**BIDS AND AWARDS COMMITTEE**

National Development Company  
7/F NDC Building, 116 Tordesillas St.  
Salcedo Village, Makati City  
Fax: 8840-4862  
Attention: BAC Secretariat

Reference Number: MR24-05-058

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment – Government Terms
2. Delivery Period – Fifteen (15) calendar days from receipt of the Notice to Proceed  
Schedule: Every Saturday, Sunday and declared holidays

**(SIGNED)**

**AGM LEOPOLDO JOHN F. ACOT**

Chairperson, Bids and Awards Committee