



REQUEST FOR QUOTATION

Date: March 9, 2021

RFQ No. 2020-121

(Company Name Address)

Sir/Madam:

The **Philippine International Convention Center**, through its Bids and Awards Committee, intends to procure **REWINDING WORKS OF SUBMERSIBLE PUMPS AND DRIVE MOTORS OF VARIOUS CAPACITIES**, with an **Approved Budget for Contract (ABC) of One Hundred Fifty Thousand Pesos (₱ 150,000.00), VAT Inclusive**, which will be undertaken 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 service/s described herein, subject to the Technical Specifications provided for this RFQ. Submit your quotation/offer duly signed by you or your duly authorized representative not later than **2:00 p.m. of March 16, 2021**. A copy of the following are required to be submitted along with your quotation/offer:

- a. **2021 Mayor's Permit;**
- b. **BIR Registration Certificate;**
- c. **PhilGEPS Registration Number; and**
- d. **Omnibus Sworn Statement. (To be submitted by the lowest complying and responsive offeror prior to issuance of Notice of Award to the winning bidder/supplier); (See attached form)**

The following technical documents are required also to be submitted together with your offer and the above mentioned eligibility documents:

- a. **List of repaired/rewound electrical motor detailing the name of clients, contact person and telephone numbers, completion dates and contract price; and**
- b. **Certifications from satisfied client/s stating that your company satisfactorily repaired/rewound induction motors of various ratings/capacities within the last three (3) years.**

Open quotations may be submitted manually or through facsimile or email at the address and contact numbers indicated below.

For any clarifications, you may contact **Ms. Cathy D. Esteban** at telephone no. **(02) 8789-4761** or email address at cdesteban@picc.gov.ph.


KRISTINE ANGELICA E. AGUJO
Head, Procurement Unit/BAC

TERMS OF REFERENCE

I. PROJECT TITLE:

Rewinding Works of Submersible Pumps and Drive Motors of Various Capacities

II. APPROVED BUDGET FOR CONTRACT (ABC):

One Hundred Fifty thousand Pesos (₱ 150,000.00), VAT Inclusive

III. SCOPE OF WORKS AND SPECIFICATIONS:

1. Supply of labor, materials, tools/instruments, technical expertise and supervision for the pull-out, rewinding and delivery of the following:

- 1.1 Two (2) units Pump Motor of Waste Activated Sludge (WAS) Pump, ½ HP, 460V, 3-phase, 60 hertz, Brand: Showfou, Model: SS-0532N
- 1.2 One (1) unit Pump Motor of Sludge Pump, ½ HP, 460V, 3-phase, 60 hertz, Brand: Showfou, Model: SS-0532N
- 1.3 One (1) unit Pump Motor of Lift Station Pump, 2 HP, 220V, 3-phase, 60 hertz, Brand: Showfou, Model: FO-232
- 1.4 Two (2) units Cooling Tower Drive Induction Motor, 30 HP, 230/460 volts, 3-phase, 60 hertz, 1755 revolution per minute (RPM), 4 poles, 76/38FL amperes (FLA), Ins. Class: F, Type: TIKK, Serial No.: 95X01009 & 95Z08701, Model No. 130304FLF3UM, Opposite End Bearing No's.: 6310ZZ/6310C3, Brand: Toshiba
- 1.5 One (1) unit Evacuator Motor, 1-1/2 HP, 115/230 volts, 1-phase, 60 hertz, 1775/1425 revolution per minute (RPM), 22.3/11.2 FL amperes (FLA), Model: 9GN84, Brand: Dayton
- 1.6 Three (3) units Fan Motors of Evaporative Cooler Units, 220 volts, 1-phase, 60 hertz, 1.6FL amperes, Brand: Iwata

2. Rewinding of the above-mentioned ten (1) units motors/pumps using materials listed below:

- 2.1 Phelp Dodge Heavy-duty Armor magnet wire or its equivalent in Brand
- 2.2 Nomix Aramid paper insulation
- 2.3 Sterling or GE glyptal insulating varnish or its equivalent
- 2.4 Suitable grade of twine and plaster
- 2.5 Fine strand of copper wire and silver (insulated for the motor leads)

3. Baking of stator and winding in an oven at a required temperature before and after varnishing.
4. Replacement of all bearings of the drive motor using FAG or SKF brands or their equivalents.
5. Replace existing submersible pump oil using contractor supplied new oil appropriate for the said pumps.
6. Replace gaskets and/or O-rings of the subject submersible pumps.
7. Testing/test-run of subject submersible pumps and drive motors with the presence of the project-in-charge or his authorized representative.
8. Turn-over of the submersible pumps and motors in good order and condition.

IV. SCHEDULE OF REQUIREMENT:

Completion shall be thirty (30) calendar days from the receipt of Notice to Proceed.

V. WARRANTY:

Three (3) months warranty for workmanship and parts/materials/equipment supplied by the Contractor. In case a part or some parts, will become defective during the warranty period, the same will either be repaired or replaced by the Contractor at no extra cost to PICC. The obligation for the warranty shall be covered by retention money in an amount equivalent to ten percent (10%) of the total contract price. Said warranty obligation shall be released only after the expiration of warranty period, however, the same will be forfeited by PICC as part of payment for any damage if the contractor refuses or fails to restore/repair the damaged unit and/ or replace its damaged components/parts attributable to Contractor's negligence or poor workmanship.

VI. TERMS OF PAYMENT:

Payment shall be released within four (4) weeks after completion, acceptance and receipt of billing. The following documents shall be submitted:

1. Turn-over Report/Certificate of Completion and Acceptance
2. Invoice
3. Copy of delivery receipt for the return of replaced parts/materials, if any.

VII. PERFORMANCE BOND:

Within ten (10) calendar days from receipt of the Notice of Award, but in no case later than the signing of the contract by both parties, the successful bidder shall furnish the performance security in any of the following forms:

- a. Cash or Cashier's check/Manager's check or Bank draft/guarantee issued by a Universal or Commercial Bank, which is equivalent to five percent (5%) of the contract price.
- b. Surety bond, callable upon demand, which is equivalent to thirty percent (30%) of the contract price issued by a surety or insurance company duly certified by the Office of the Insurance Commission as authorized to issue such security.

VIII. OTHER CONDITIONS OF THE CONTRACT:

1. The Contractor must be engaged in the installation, repair/rewinding of induction motors of various ratings/capacities for the last three (3) years.
2. The Contractor already repaired/rewind satisfactorily not less than ten (10) induction motors and/or submersible pumps of various capacities within the last three (3) years.
3. The contractor must conduct inspection of all the above mentioned motors and submersible pumps for rewinding prior to submission of proposal.
4. The sample of the materials to be used for the rewinding and replacement of bearings of the abovementioned motors should be submitted to the project-in-charge or his authorized representative/s for approval before the actual rewinding and assembly..
5. The Contractor must strictly comply with the scope of work. Non-compliance means rejection of work and the cost of rework shall be borne by the contractor.
5. All waste materials shall be returned to PICC-Technical Services Department (TSD) as proof of replacement and as a requirement for payment.
6. The Contractor shall allow PICC authorized/designated inspector to conduct ocular inspection in his shop and their facilities anytime of the day during office hours. Inspection can be conducted before the submission of quotation and during the time of rewinding.
7. Replacement cost of any part of the motors found damaged due to negligence/or poor workmanship will be charged to the contractor.
8. Testing of the newly rewind motors shall be done by the service contractor with the presence of the project-in-charge or his authorized representative for joint observation, interpretation of operating data for proper turnover and acceptance.

IX. GENERAL CONDITIONS OF THE CONTRACT:

1. All prices quoted herein are valid, binding and effective for One Hundred Twenty (120) calendar days from date of quotation.

2. The Contractor shall be responsible for the source(s) of his services/equipment shall make deliveries in accordance with schedule, quality and specifications. Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award.
3. The Contractor shall pick up RS and NTP issued in his favor within three (3) days after receipt of notice to that effect. A telephone call, fax transmission or email shall constitute an official notice to the AWARDEE. Thereafter, if the RS remain unclaimed, the said RS shall be sent by messengerial service to the AWARDEE at the latter's expense. To avoid delay in the service of the requesting agency's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a NTP but fails to deliver the services within the time called for in the same order, he shall be extended a maximum of fifteen (15) calendar days under liquidated damages to make good his services. Thereafter if AWARDEE has not completed delivery of services within the extended period, the subject RS & NTP shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE. The PICC-BAC shall then purchase the required services from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 9184 and its IRR-A.
5. All services by the contractor shall be subject to inspection and acceptance by the PICC.
6. A penalty of one tenth (1/10) of one percent (1%) of the total value of services/works shall be deducted for each day of delay including Sundays and holidays in the delivery of the services.
7. All transactions are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93.

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**TO: PHILIPPINE INTERNATIONAL CONVENTION CENTER
ROXAS BLVD., 1307 PASAY CITY**

Sir/Madam:

After having carefully read and accepted the Terms of Reference, I/we submit our documentary requirements and quotation/offer as follows:

DESCRIPTION	AMOUNT
Rewinding Works of Submersible Pumps and Drive Motors of Various Capacities	₱ _____, VAT Inclusive

We undertake, if our quotation is accepted, to deliver the services in accordance with the delivery schedule specified in the Schedule of Requirements.

We acknowledge that PICC reserves the right to accept or reject any and all others, annul the procurement process, and refuse to make an award, without thereby incurring any liability to the affected offerors.

Signature over Printed Name

Position/Designation

Name of Company: _____

Address: _____

Office Telephone No./s: _____ Fax No: _____

Email Address/es: _____ Mobile No.: _____

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