



## BIDS AND AWARDS COMMITTEE

### **NOTICE OF RE-NEGOTIATED PROCUREMENT**

The Philippine International Convention Center (PICC) announces that the Bids and Awards Committee (BAC) will conduct a Negotiated Procurement for the **SUPPLY OF LABOR AND MATERIALS FOR THE CORRECTIVE REPAIR OF HITACHI, VRF AC SYSTEM SERVING SECURITY OFFICE**. The total Approved Budget for Contract (ABC) for this requirement is **SIX HUNDRED NINE THOUSAND ONE HUNDRED TEN PESOS (P609,110.00), VAT inclusive**.

This will be undertaken in accordance with Sec. 53.1, Two Failed Bids, of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 otherwise known as "The Government Procurement Reform Act".

A complete set of documents may be obtained by interested bidders from April 25, 2022 to on or before 3:00 p.m. of May 14, 2022.

Submission of proposals will be on or before 3:00 p.m. of May 14, 2022, at the BAC Secretariat Office, Ground Floor, Delegation Building, PICC Complex, 1307 Pasay City. Attached are the specifications for this particular procurement.

  
**MELPIN A. GONZAGA**  
Chairman

**BIDS AND AWARDS COMMITTEE (BAC)**

**RE-NEGOTIATED PROCUREMENT**

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Sir:

We wish to inform you that the procurement of the **SUPPLY OF LABOR AND MATERIALS FOR THE CORRECTIVE REPAIR OF HITACHI, VRF AC SYSTEM SERVING SECURITY OFFICE**, will be done by way of Alternative Method of Procurement through Negotiated Procurement.

The total Approved Budget for Contract (ABC) for this project is **SIX HUNDRED NINE THOUSAND ONE HUNDRED TEN PESOS (P609,110.00), VAT inclusive**.

Please submit your proposal on or before **3:00 p.m. of May 14, 2022** at the BAC Secretariat, Ground floor, Delegation Building, PICC together with the following:

**A. ELIGIBILITY DOCUMENTS:**

1. Certified photocopy of the valid and current PhilGEPS Certificate of Registration – Platinum Membership.

If any of the documents mentioned in Annex "A" is not current, the new document should be submitted.

2. Statement of all on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
3. Statement of the Single Largest Completed Contract (SLCC) similar to the contract to be bid, entered into within the last three (3) years from the date of submission and opening of bids, and whose value is at least fifty percent (50%) of the ABC. Attach to such statement the following;

- a. Certified photocopy of the SLCC; and
- b. Certificate of Acceptance or Official Receipt or Sales Invoice

4. Net Financial Contracting Capacity (NFCC):

Computation of NFCC must be at least equal to the ABC to be bid, calculated as follows;

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

or a committed Line of Credit from Universal or Commercial Bank, in lieu of its NFCC Computation. The committed Line of Credit must be at least equal to ten percent (10%) of the ABC to be bid.

**B. TECHNICAL COMPONENT:**

1. Terms of Reference fully accomplished;
2. Notarized Omnibus Sworn Statement with attached;
  - a. For Corporations, the duly notarized Secretary's Certificate; or
  - b. For Sole Proprietorship, the notarized Special Power of Attorney.

**C. OTHER DOCUMENTARY REQUIREMENTS:**

1. Certified photocopy of the CY 2021 Income and Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (eFPS);
2. Company profile with Organizational Chart and sketch of office location;
3. Certificate of Ocular Inspection issued by PICC TSD-MSD 9that the participating bidder has conducted ocular inspection of the subject requirement; and
4. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last five (5) years, if any.

Negotiation shall be made with the bidder who made the lowest offer; should the negotiation fail then the same shall be made with the second lowest offer.

Attached is the Terms of Reference and other requirements for the implementation of the abovementioned requirements.

PICC reserves the right to reject any offer or all quotations found to be disadvantageous to the government.

Very truly yours,

**MELPIN A. GONZAGA**  
Chairman

\_\_\_\_\_  
Date

The Chairman  
Bids and Awards Committee (BAC)  
Philippine International Convention Center (PICC)

Dear Sir/Madam:

In response to your letter dated \_\_\_\_\_, 2021, I wish to submit our offer for the **SUPPLY OF LABOR AND MATERIALS FOR THE CORRECTIVE REPAIR OF HITACHI, VRF AC SYSTEM SERVING SECURITY OFFICE.**

**TOTAL AMOUNT:** INCLUSIVE OF VALUE ADDED TAX (VAT)

\_\_\_\_\_  
(Amount in Words) (P \_\_\_\_\_)  
(Amount in figures)

Very truly yours,

\_\_\_\_\_  
Signature of bidder over printed name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone/Fax No.

## TERMS OF REFERENCE

### A. TECHNICAL SPECIFICATIONS

Item No.	Article /Description	COMPLIANCE
1	<p style="text-align: center;"><b><i>CORRECTIVE REPAIR OF HITACHI, VARIABLE REFRIGERANT FLOW (VRF), AIRCONDITIONING SYSTEM SERVING PICC's SECURITY OFFICE</i></b></p> <p><b>I.SPECIFIC WORKS:</b></p> <p>Supply of labor, materials, tools/instruments, technical expertise and supervision for the replacement of defective parts of the existing Hitachi VRF Air-conditioning System serving PICC's Security Office.</p> <p>1. Supply and installation of the following brand new parts for the Hitachi Air-conditioning System:</p> <p>1.1. One (1) unit Inverter Compressor, with part/model no. E401HHD-36A2 or approved equal for RAM-6FNS Model/Capacity (verify at site) complete with all necessary accessories for the replacement of the defective Inverter Compressor of the Air-conditioning System serving PICC's Security Office.</p> <p>1.2. Two (2) units Outdoor Fan Motor, with part/model no. 3NA60450C &amp; 3NA60450D or approved equal for RAM-6FNS Model/Capacity (verify at site) complete with all necessary accessories for the replacement of the defective Outdoor Fan Motors of the Air-conditioning System serving PICC's Security Office.</p> <p>1.3. One (1) complete set Outdoor Unit - Printed Circuit Board (OU-PCB) Assembly, with part/model no. P28113 or approved equal for RAM-6FNS Model/Capacity (verify at site) complete with all necessary accessories for the replacement of the defective OU-PCB Assembly of the Air-conditioning System serving PICC's Security Office.</p> <p>1.4. One (1) lot Thermistor Sensors (liquid/gas) for RAM-6FNS Model/Capacity (verify at site) complete with all necessary accessories for the replacement of the defective Thermistor Sensors of the Air-conditioning System serving PICC's Security Office.</p> <p>1.5. One (1) unit Expansion Valve for RAM-6FNS Model/Capacity (verify at site) complete with all necessary accessories for the replacement of the defective Expansion Valve of the Air-conditioning System serving PICC's Security Office.</p> <p>1.6. One (1) unit Condensate Drain Pump for RCI-45DM / 1.5Hp, Model/Capacity (verify at site) or approved equal, complete with all necessary accessories for the replacement of the defective Condensate Drain Pump of the Air-conditioning System serving PICC's Security Office.</p>	

- 1.7. One (1) complete set Indoor Unit - Printed Circuit Board (IU-PCB) Assembly for RCI-45DM / 1.5Hp, Model/Capacity (verify at site) or approved equal, complete with all necessary accessories for the replacement of the defective IU-PCB Assembly of the Air-conditioning System serving PICC's Security Office.
- 1.8. One (1) unit Indoor Fan Motor for RCI-45DM / 1.5Hp, Model/Capacity (verify at site) or approved equal, complete with all necessary accessories for the replacement of the defective Indoor Fan Motors of the Air-conditioning System serving PICC's Security Office.
- 1.9. One (1) lot Thermistor Sensors (liquid/gas) for RCI-45DM / 1.5Hp, Model/Capacity (verify at site) or approved equal, complete with all necessary accessories for the replacement of the defective Thermistor Sensors of the Air-conditioning System serving PICC's Security Office
- 1.10. One (1) unit Float Switch for RCI-45DM / 1.5Hp, Model/Capacity (verify at site) or approved equal, complete with all necessary accessories for the replacement of the defective Expansion Valve of the Air-conditioning System serving PICC's Security Office.
- 1.11. One (1) unit Hitachi Thermostat Control (Wired Remote Control) Model: PC-ARC (verify at site) complete with all necessary accessories for the replacement of the defective Expansion Valve of the Air-conditioning System serving PICC's Security Office.
2. De-energize power supply of the subject defective outdoors/indoors units.
3. Troubleshoot and repair by removing and replacing the already malfunctioning/defective Inverter Compressor of the outdoor unit Model: RAM-6FNS of the Airconditioning System serving the PICC's Security Office using Contractor-supplied Inverter Compressor.
4. Remove and replace the already malfunctioning/defective Outdoor Fan Motors of the outdoor unit Model: RAM-6FNS of the Airconditioning System serving the PICC's Security Office using Contractor-supplied Outdoor Fan Motors.
5. Remove and replace all the already malfunctioning/defective Outdoor Unit-Printed Circuit Board (OU-PCB) Assembly of the outdoor unit Model: RAM-6FNS along its corresponding Thermistor Sensors (liquid/gas) of the Airconditioning System serving the PICC's Security Office.
6. Troubleshoot and repair by removing and replacing the already malfunctioning/defective Expansion Valve Assembly of the outdoor unit Model: RAM-6FNS of the Airconditioning System serving the PICC's Security Office.
7. Remove and replace the already malfunctioning/defective Condensate Drain Pump of the Indoor Unit Model: RCI-45DM / 1.5Hp of the Airconditioning System serving the PICC's Security Office.
8. Troubleshoot and repair by removing and replacing the complete set already malfunctioning/defective Indoor Unit – Printed

Circuit Board (IU-PCB) of the Indoor Unit Model: RCI-45DM / 1.5Hp along its corresponding Thermistor Sensors (liquid/gas) of the Airconditioning System serving the PICC's Security Office.

9. Remove and replace the already malfunctioning/defective Indoor Fan Motor of the Indoor Unit Model: RCI-45DM / 1.5Hp of the Airconditioning System serving the PICC's Security Office using Contractor-supplied Indoor Fan Motor.
10. Troubleshoot and repair by removing and replacing the already malfunctioning/defective Float Switch Assembly of the Indoor Unit Model: RCI-45DM / 1.5Hp of the Airconditioning System serving the PICC's Security Office.
11. Remove and replace the already malfunctioning/defective Hitachi Thermostat Control (Wired Remote Control) Model: PC-ARC of the Airconditioning System serving the PICC's Security Office using Contractor-supplied Thermostat Control.
12. Check and re-tighten loose connections if found necessary, to prevent re-occurrence of failure prior to reactivation and "test-runs" of the subject VRF AC units with the newly installed Hitachi parts.
13. Activate power supply.
14. Conduct testing and observation of the subject VRF AC units with the newly installed Hitachi parts with the presence of representative/s of TSD Mechanical Services Division.
15. Check control panel boards and main printed circuit board for other corrective/repair maintenance service and adjust/calibrate to correct any other fault found in the system. Provide/replace defective parts if found necessary with no additional cost to PICC. The newly installed parts must adapt to the system for proper and safe operation.
16. Conduct further test operation.
17. Turnover the subject Air-conditioning System in good operating condition with its Testing Commissioning Report.

**II. SPECIAL/OTHER CONDITIONS OF THE CONTRACT:**

- 1.The Contractor before submitting his proposal should examine all issued documents relating to his work and verify all governing conditions at site. The Contractor shall report to PICC any condition that will prevent him from performing first class work. No consideration will be granted for any alleged misunderstanding and improper presentation of the equipment, parts and materials to be used and or work to be done.
- 2.All items/parts to be replaced shall be of the same technical specifications or an upgraded adaptable version of the original controller parts.
- 3.The Contractor shall ensure that its assigned personnel and/or representatives shall comply with, and submit themselves to, the rules and regulations of the PICC on security, sanitation, environmental compliance, safety and health/Covid-19 protocols and other regulations.
- 4.All works to be conducted by the assigned personnel must be coordinated properly with the Technical Services Department-

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	<p>Mechanical Services Division (TSD-MSD).</p> <p>5.The winning Contractor shall restore/repair and or replace immediately at his own expense any damaged mechanical equipment/systems and properties occasioned by and/ or due to Contractor’s fault or negligence during the servicing/repair works and during the one (1) year warranty period.</p> <p>6.All replaced parts or waste material/s derived from the repair/replacement of defective parts of the Hitachi VRF Air-conditioning System must be turned-over to PICC.</p> <p>7.The Contractor should free the PICC and its personnel from and against all liabilities arising from injuries or liabilities to persons or damages to property occasioned by any act or omissions by the Contractor.</p> <p>8.The Contractor must submit NBI/Police Clearance and RT-PCR test certification of negative result in Covid-19 infection of each assigned personnel to be assigned at the PICC.</p> <p>9.The Contractor’s personnel should wear its company uniform/ID and facemask and practice social distancing at all times in the PICC premises</p> <p>The Contractor shall provide the TSD-MSD with test data from the actual operation of the newly-installed Hitachi parts and other observations which would prove that subject Airconditioning System are in good/proper operating condition.</p>	
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**Statement of Compliance**

Offerors must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.

**D. Performance Bond**

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
Cash or Cashier’s/Manager’s Check issued by a Universal or Commercial Bank.	Five percent (5%)
Bank draft/guarantee issued by a Universal or Commercial Bank	Five percent (5%)
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)



**E. PAYMENT**

Payment shall be released in full within 3 to 4 weeks after final acceptance by PICC or its representative of the Contractor's completed work, and submission of billing and complete supporting documents by Contractor as follows:

- 2)Service Report/Accomplishment Report
- 3)Invoice
- 4)Copy of delivery receipt for the return of replaced parts/materials, if any.
- 5)Special Bank Guaranty equivalent to five percent (5%) of the Contract amount.

Note: Bank Guaranty is not necessary if the contractor chooses the warranty obligation in the form of five percent (5%) retention money. Payment shall be made on a monthly basis

**F. WARRANTY**

One (1) year warranty for workmanship and parts/materials/equipment supplied by the Contractor. The obligation for the warranty shall be covered by, at the Contractor's option, either retention money in an amount equivalent to five percent (5%) of every progress payment or five percent (5%) of the Contract amount, or a warranty bond (callable upon demand) equivalent to five percent (5%) of the total Contract amount. 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 of VRF unit/system and/or any other PICC property at worksite if the contractor refuses or fails to restore/repair the damaged equipment and/ or replace its damaged components/parts attributable to contractor during the repair process/test run and warranty period.

**G. Schedule of Requirements**

Item No.	Description	Contract Period
I	Supply of Labor and Materials for the Corrective Repair of Hitachi, VRF AC System Serving Security Office	Work shall be completed within twenty-one (21) calendar days from the receipt of the Notice to Proceed.

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

\_\_\_\_\_  
Name of Company / Bidder

\_\_\_\_\_  
Signature over printed Name of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date