

REQUEST FOR QUOTATION

Date: _____

PR No.: 2021-05-085

Purpose: Annual Cleaning and

Maintenance of Airconditioning

Units of NIA MIMAROPA Regional

Office

NAME OF COMPANY / FIRM / DEALER

ADDRESS

TIN NO. / VAT or NVAT

PhilGEPS Registration Number

Please quote your **best offer**, inclusive of VAT, on the job/item/s listed below, **subject to the Specifications and Terms & Conditions** stated herein, stating the shortest time of delivery. Submit your quotation duly signed by you or your authorized representative not later than JUN 03 2021 only until exactly 12:00 PM at the NIA MIMAROPA Regional Office, Bayanan II, Calapan City, Oriental Mindoro. **A copy of your 2021 Business / Mayor's Permit and PhilGEPS Registration Number / Certificate are also required to be submitted along with your quotation /proposal.**

A notarized Omnibus Sworn Statement (GPPB-prescribed form) and copy of Income / Business Tax Return will also be required to be submitted prior to award.

Failure to observe any of the herein Specifications and Terms & Conditions shall be ground for disqualifications of the bidders concerned.

ENGR. LOWELL L. LOZANO
BAC Chairperson

TOTAL APPROVED BUDGET FOR THE CONTRACT: Php 67,000.00

Note: Please see the Terms and Conditions regarding proper accomplishment of this Form.

NO.	QTY.	UNIT	ARTICLES / SPECIFICATIONS	BIDDER'S BRAND/MODEL NO. (IF APPLICABLE)	UNIT PRICE	TOTAL BID PRICE
1	1	lot	ANNUAL CLEANING AND MAINTENANCE OF AIRCONDITIONING UNITS OF NIA MIMAROPA REGIONAL OFFICE			
			Summary:			
			Eighteen (18) Split Type Aircons			
			Six (6) Floor Mounted Aircons			
			Eleven (11) Window Type Aircons			
			<i>Note: See attached listing of airconditioning units</i>			
			xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
DELIVERY PERIOD: _____ calendar days						
TOTAL AMOUNT:						
TOTAL BID PRICE IN WORDS:						

Brgy. Bayanan II, Calapan City, Oriental Mindoro, Philippines

Telefax No.: (043) 288 7267

Website: <http://region4b.nia.gov.ph/> • Facebook: <https://www.facebook.com/nia4bmimaropa>

TIN: 000-916-415-166



TERMS AND CONDITIONS

1. All entries must be legibly written. Bidders shall provide correct and accurate information required in this form.
2. Bidders shall also submit brochure showing specifications of the product being offered. (If applicable)
3. Bidders shall submit BIR Certificate of Registration upon request of the Technical Working Group during bid evaluation.
4. All bids exceeding the Approved Budget for the Contract (ABC) shall be automatically disqualified.
5. **Delivery period is within 10 calendar days from receipt of Purchase Order.**
6. Price validity shall be for a period of 60 calendar days from the date of submission. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
7. **For Lot Award**
All items to be grouped together to form one (1) complete Lot that will be awarded to one Bidder to form one (1) complete contract. Bidder must offer/quote on all items, otherwise, bidder shall automatically be disqualified.
8. Bid not addressing or providing price on the required items shall be considered as Not Available or Out of Stock. However specifying a zero(0) or a dash (-) for the said item would mean that it is being offered for free to the Procuring Entity.
9. Warranty shall be one (1) year for equipment and six (6) months for supplies and materials from date of approval of the Report of Inspection & Acceptance (RIA) by the authorized NIA MIMAROPA Regional Office representative.
10. **Bidders shall submit one (1) accomplished Bid/Request for Quotation (RFQ) together with the following documents placed in one (1) sealed envelope, namely:**
 - a.) Mayors Permit;
 - b.) Copy of PhilGEPS Registration Number / Certificate.
11. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.
12. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or the highest rated offer (for consulting services) which complies with the minimum specifications and terms and conditions stated herein.
13. The NIA MIMAROPA Regional Office shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
14. Supplier shall be responsible for the source(s) of his/her product and shall make deliveries in accordance with schedule, quality and specifications of the award/purchase order and shall guarantee his/her deliveries to be free from defects. Failure of the supplier to comply with this provisions shall be ground for cancellation of the award or purchase order issued to the supplier.
15. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the undelivered item/s within the prescribed delivery period shall be imposed per day of delay. The NIA MIMAROPA Regional Office shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

TERMS OF PAYMENT:

The winning bidder / supplier shall be paid the contract amount in full within 30 calendar days upon delivery and acceptance of the item/s by the NIA MIMAROPA Regional Office subject to deduction of applicable taxes.

NOTE:

1. Bid quotation may be submitted to the NIA MIMAROPA Regional Office, NIA Administrative Building, Second Floor, Bayanan II, Calapan City, Oriental Mindoro, **Fax No. 043-288-7267** or by email at **mimaropa@nia.gov.ph** and **niamimaropa.bac@gmail.com**.
2. **If quotation will be submitted thru email, kindly compress the file thru .zip or .rar with encryption / password to maintain confidentiality. Kindly include your contact details at the body of the email so that the BAC Secretariat could verify the password upon opening of your submitted quotation. If there is no input password, your bid will not be considered.**
3. Please make a certain to affix the signature of the owner, manager or any of its duly authorized representative in a clear legible manner.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s on the item/s at prices noted above.

Printed Name & Signature
of Dealer or Representative

Contact / Telephone No.

Email address/es



Republic of the Philippines
National Irrigation Administration
 MIMAROPA REGIONAL OFFICE

LISTING OF AIRCONDITIONING UNITS OF NIA MIMAROPA REGIONAL OFFICE

NO.	QUANTITY AND UNIT	DETAILS AND DESCRIPTION
ADMIN BUILDING - SECOND FLOOR		
1	1 unit	Carrier, 2.5HP, Model No. FP-42CXV022308/FP-38CXV022308; Split Type Aircon, Inverter; SN: 3405511950183120170143 (Indoor), SN: 340478443067B240170007 (Outdoor); Property No. R4B-F501-221-A-03.001-18 Location: Office of the Regional Manager, Lounge Area
2	1 unit	Carrier, 2.5HP, Model No. FP-42CXV022308 / FP-38CXV022308; Split Type Aircon, Inverter; SN: 3405511950183120170263 (Indoor), SN: 340478443067B240170020 (Outdoor); Property No. R4B-F501-221-A-03.002-18 Location: Office of the Regional Manager
3	1 unit	Carrier, 2.5HP, Model: 42GCVB024-303P / 38GCVB024-303P, Split Type Aircon, Inverter; Serial Nos: 02200131 / 02100045 Property No.: R4B-F501 LFPS-221-A-03.003-20 Location: Office of the Regional Manager, Conference Room
4	1 unit	KOPPEL KV12WM-ARF21/KV120D-ARF21, 1.5 HP Split Type Aircon, Inverter; SN: HE580190; Property No. R4B-MMR-101-221-A-03.11-13 Location: COA Office
5	1 unit	Koppel KV09WM-ARF21/KV09OD-ARF21, 1.0 HP; Split Type Aircon, Inverter, SN: CF579860/CF620386 Property No. R4B-501-221-A-03.15-13 Location: COA Office
6	1 unit	Koppel KV09WM / KV09OD ARF21C; 1 HP; Split Type Aircon, Inverter, SN: AK580490; SN: AK621263; Property No.: R4B-501-221-A-03.001-17 Location: IT Office
7	1 unit	Koppel KV09WM / KV09OD ARF21C; 1 HP; Split Type Aircon, Inverter; SN: AK580997; SN: AK621258; Property No.: R4B-501-221-A-03.002-17 Location: BAC Office
8	1 unit	Koppel KV09WM / KV09OD ARF21C; 1 HP; Split Type Aircon, Inverter; SN: AK581000; SN: AK621265; Property No.: R4B-501-221-A-03.003-17 Location: Cashiering Unit
9	1 unit	Carrier, 1.5HP, Model: 42GCVB013-303P / 38GCVB013-303P, Split Type Aircon, Inverter; Serial Nos: 02700104/02700017 Property No.: R4B-F501 LFPS-221-A-03.006-20 Location: Office of the AFD Manager
10	1 unit	Koppel KV24WM-ARF21/KV240D-ARF21; 2.5 HP Split Type Aircon, Inverter; SN: JE580427; Property No.: R4B-MMR-101-221-A-03.07-13 Location: Admin Stock Room

LISTING OF AIRCONDITIONING UNITS OF NIA MIMAROPA REGIONAL OFFICE

11	1 unit	Koppel KFM-36EOA/KPC-36IHO FLOOR MOUNTED FREE BLOW TYPE 3-Tonner split non-inverted type; SN: LE248106; Property No.: R4B-MMR-101-221-A-03.06-13 Location:Admin Section
12	1 unit	KOPPEL KFM-36EOA/KPC-36IHO FLOOR MOUNTED FREE BLOW TYPE; 3-TONNER SPLIT NON-INVERTED TYPE; SN: LE248107; Property No.: R4B-MMR-101-221-A-03.09-13 Location:Finance Section
13	unit	Carrier, 1.5HP, Model No. FP-42CXV012308/ FP-38CXV012308, Split Type Aircon; Inverter Type; SN: 3407206590291020170188; SN: 3407200500291040170259; Property No.R4B-F501-221-A-03.003-19 Location: Office of the EOD Manager
14	1 unit	KOPPEL KFM-36EOA/KPC-36IHO FLOOR MOUNTED FREE BLOW TYPE; 3-TONNER SPLIT non inverted type; SN: LE248119; Property No.: R4B-MMR-101-221-A-03.01-13 Location: Planning, Design and Construction Section
15	1 unit	KOPPEL KFM-36EOA/KPC-36IHO 3-TONNER SPLIT NON INVERTED TYPE; FLOOR MOUNTED FREE BLOW TYPE; SN: LE248120; Property No.: R4B-MMR-101-221-A-03.08-13 Location:Operation, Institutional and Equipment Section
16	1 unit	Split Type Aircon, 2.5HP, Inverter Type, Brand: Carrier, Model: 42GCVB024-303P / 38GCVB024-303P, Serial Nos: 02200134 / 02100060; Properet No.: R4B-F501 LFPS-221-A-03.002-20 Location:Operation, Institutional and Equipment Section
IA TRAINING CENTER		
17	1 unit	Panasonic, Model No. CW-XS128VPH Window Type; Inverter, SN: 010618329, Property R4B-F501-221-A-03.001-20 Location: IA Training Center - Room1 (RIM Room)
18	1 unit	Panasonic CW-SC845VPH Window-type (Manual); S/N 1DO215564; Property No.: R4B-501-221-A-03.03-12 Location:Training Center; Room 2
19	1 unit	Panasonic CW-SC845VPH, Window-type (Manual); S/N 1DO215554; Property No.: R4B-501-221-A-03.04-12 Location: IA Training Center - Room 3
20	1 unit	Panasonic CW-SC104VPH Window-type; S/N: 150521584; Property No.: R4B-101-221-A-03.02-11 Location: IA Training Center - Room 4
21	1 unit	Panasonic CW-SC103VPH Window-type with Timer; S/N: 701303824; Property No.: R4B-501-221-A-03.02-12 Location: IA Training Center - Room 5

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22	1 unit	<p>Split Type Aircon; Carrier, 2HP, Inverter Type, Indoor Unit Model No. 42CXV018308, SN: 3407206590391020170190; Outdoor Unit Model No. 38CXV018308, SN: 3407200500491020170194 Property No.: R4B-F501-221-A-03.002-19 Location: IA Training Center - Room 6 (RIMs Quarter)</p>
23	1 unit	<p>Split Type Aircon; Carrier, 2HP, Inverter Type, Indoor unit Model No. 42CXV018308, SN: 3407206590391020170187; Outdoor Unit Model No. 38CXV018308, SN: 3407200500491020170168 Property No.: R4B-F501-221-A-03.001-19 Location: IA Training Center - Room 7 (RIMs Quarter)</p>
24	1 unit	<p>Split Type Aircon, 2.5HP, Inverter Type, Brand: Carrier, Model: 42GCVB024-303P / 38GCVB024-303P, Serial Nos: 02700116/02700150; Property No.: R4B-F501 LFPS-221-A-03.004-20 Location: IA Training Center, Conference Room</p>
25	1 unit	<p>Split Type Aircon, 2.5HP, Inverter Type, Brand: Carrier, Model: 42GCVB024-303P / 38GCVB024-303P, Serial Nos: 02700114/02700093; Property No.: R4B-F501 LFPS-221-A-03.005-20 Location: IA Training Center, Conference Room</p>
26	1 unit	<p>Samsung ASV-18PSLN Split-type, inverter; 2hp; S/N Q084PDCC600084/Q083PD0C600043 Property No.: R4B-501-221-A-03.07-12 Location: IA Training Center, Living / Dining Area</p>
27	1 unit	<p>Samsung ASV-18PSLN Split-type, inverter; 2hp; S/N Q084PDCC600110/Q083PD0C600065 Property No.: R4B-501-221-A-03.08-12 Location: IA Training Center, Living / Dining Area</p>
DORMITORY		
28	1 unit	<p>Panasonic CW-SC95JPH, Window-type Aircon 1.0 HP, SN: 710931698 Property No.: R4B-101-221-A-03.002-17 Location: NIA Dormitory Room A</p>
29	1 unit	<p>Panasonic CW-SC95JPH, Window-type Aircon; 1.0 HP; SN: 710931710 Property No.: R4B-101-221-A-03.001-17 Location: NIA Dormitory Room B</p>
30	1 unit	<p>Panasonic CW-SC95JPH, Window-type Aircon; 1.0 HP; SN: 710931697 Property No.: R4B-101-221-A-03.003-17 Location: NIA Dormitory Room C</p>
31	1 unit	<p>Panasonic CW-SC95JPH, Window-type Aircon; 1.0 HP; SN: 710931693 Property No.: R4B-101-221-A-03.004-17 Location: NIA Dormitory Room D</p>
MOMARO IMO'S GUESTHOUSE (SECOND FLOOR)		
32	1 unit	<p>Panasonic CW-SC104VPH Window-type Aircon; SN: 1090817534 Property No.: R4B-101-221-A-03.001-11 Location: Guesthouse, Room 2</p>

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33	1 unit	Panasonic CW-SC94JPH Window-type Aircon ; S/N 180819108 Property No.: R4B-101-221-A-03.003-11 Location: Guesthouse, Room 3
CANTEEN		
34	1 unit	Carrier, Regular Floor Mounted Aircon , Indoor Model: CFM04-230-STD-CAR, SN: 3718-0356791, Outdoor Model: ASC04-230-1PH, SN: 3518-0344497, 3 Tonner (4HP), Property No: R4B-F501-221-A-03.003-18 Location: Canteen - Dining Area
35	1 unit	Carrier, Regular Floor Mounted Aircon , Indoor Model: CFM04-230-STD-CAR, SN: 3718-0356822, Outdoor Model: ASC04-230-1PH, SN: 2418-0280318, 3 Tonner (4HP), Property No: R4B-F501-221-A-03.004-18 Location: Canteen - Dining Area XXXXXXXXXXXXXXXXXXXXX

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TIN: 000-916-415-166

