



REPUBLIC OF THE PHILIPPINES

CARMONA WATER DISTRICT

(LWUA CCC No. 561)

ISO CERTIFICATE No. 80132/A/0001/UK/En

Blk. 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay, Carmona, Cavite

Tel No. (046) 430-0832 loc. 101-112, Fax No. (046) 430-1705

Email Add : carmonawd@yahoo.com

Request for Quotation for the Supply and Delivery of Labor and Materials Preventive Maintenance of Three (3) Units of Generator Set

1. The Carmona Water District hereinafter referred to as the "Purchaser" now requests for submission of price quotation for the procurement of the aforesaid item described in the Technical Specifications.
2. A set of technical specifications are provided in Attachment 1. All items listed under the Purchaser's Specifications must be complied with on a pass-fail basis. Failure to meet any one of the requirements may result in rejection of the quotation.
3. Procurement procedures will be conducted in accordance with the provisions of the Revised Implementing Rules and Regulations (IRR) of Republic Act 9184.
4. Quotations must be delivered/faxed/mailed on or before August 5, 2020 at 04:00 PM:

Carmona Water District
Block 8, Lot 8, Joy St., Cityland Subdivision,
Brgy. Mabuhay, Carmona, Cavite
Telefax No. (046) 430-1705
carmonawd@yahoo.com
BAC Secretariat: erickjeffenestrella@yahoo.com.ph

5. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site/s if the contract is awarded.
6. Quotations shall be valid for one hundred twenty (120) calendar days from the deadline of submission of bids.
7. The delivery period shall be three to five (3-5) days upon receipt of Purchase Order (PO).
8. The winning bidder/supplier shall submit a notarized Omnibus Sworn Statement, a copy of Mayor's/Business Permit and Income/Business Tax Return prior to the issuance of Purchase Order as stated in Annex "H" Appendix A of the Revised Implementing Rules and Regulations (IRR) of Republic Act 9184.

**BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.*

9. Delivery Site:

Carmona Water District
Block 8, Lot 8, Joy St., Cityland Subdivision,
Brgy. Mabuhay, Carmona, Cavite

10. The applicable rate for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the contract for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the contract amount, the Purchaser shall rescind the contract without prejudice to other courses of action and remedies open to it.
11. The Purchaser reserves the right to accept or reject any proposal, and to annul the procurement process or reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders.

The Purchaser also reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall functionality of the material and the capability of the supplier to perform the contract.

12. The prospective bidder/supplier shall submit the following:
- ✓ Quotation Form
 - ✓ Technical Specifications
 - ✓ Proof of Philgeps Registration

Sgd.

MS. ROCELISA G. MAULANIN
BAC Chairman

TECHNICAL SPECIFICATIONS

Labor and Materials Preventive Maintenance of Three (3) Units of Generator Set

Location: Carmona Water District Pumping Stations

- Bancal PS 4 – Atlas Copco, Airpower (55KVA/40KW/220V)
- Maduya PS – Atlas Copco, Airpower (55KVA/40KW/220V)
- Cityland PS 1 – Camda Diesel, Genset (100 KVA/80kw/220V)

Approved Budget for the Contract: Php75,000.00

Purchaser's Specifications	Statement of Compliance
<p>A. Cooling System</p> <ul style="list-style-type: none"> • Check radiator coolant level and condition. Add if necessary. • Check coolant filter. Replace if necessary. • Visual check of radiator core for damage, leak or restriction. • Check hoses and connections for cracks, leaks, corrosion or damage. Tighten connections. • Check belts for cracks, excessive wear & alignment. Adjust belt tension if necessary. • Check water pump for leak, unusual noise & external component defects. <p>B. Fuel System</p> <ul style="list-style-type: none"> • Check fuel filter condition & possible restrictions. Drain condensation if equipped w/ drain plug. Replace if necessary. • Check fuel lines & connection for leaks, corrosion & possible restrictions. Make corrections if necessary requiring labor only. • Check fuel governor & control for frayed wirings & loose connections. Simulate response. Adjust setting if necessary. • Check fuel actuators & solenoids for defects & loose or frayed wirings. • Check condition of priming pump. • Check day tank for sediments & moisture accumulation. Drain if necessary. <p>C. Lubricating System</p> <ul style="list-style-type: none"> • Check oil lines & connections for damage & leaks. • Check oil filter condition. Replace if necessary. • Check oil level. Add if necessary. 	

- Monitor oil pressure & if possible, oil temperature.

D. Air Induction System

- Check air filter restriction indicator. Replace air filter if necessary.
- Check turbocharger for unusual noise, red-hot indication & gas or oil leakage.
- Check after cooler for possible restrictions or leaks.
- Check air hoses & clamps for damages. Tighten connections.

E. Exhaust System

- Check mufflers & exhaust connections for damage, gas leaks & possible restriction.
- Check exhaust manifold for excessive heat indications.
- Monitor exhausts emission.

F. Electrical System

- Check battery condition & electrolyte level. Add if necessary.
- Clean battery terminals & tighten clamp bolts.
- Check charging alternator & battery charger condition.
- Check starter motor condition & wiring connections.

G. Engine Control System

- Check & monitor operation of engine control system.
- Calibrate meters & gauges.
- Calibrate AVR & rheostat setting.
- Check per phase voltage & current readings.

H. Emergency Shutdown Devices

- Check & simulate operation & response of emergency shutdown devices.

I. Generator Windings

- Visual check-up of windings for moisture or dirt accumulation.
- Monitor main alternator for excessive vibration, unusual heat build-up or burnt signs.
- Check for loose & frayed wirings.

J. Additional Scope of Work

- Conduct change oil & filters.
- Drain & flush radiator & water galleries.
- Tighten bolts & connections.
- Check-up of the ff:
 - a. Starter Motor

<ul style="list-style-type: none"> b. Charging Alternator c. EFC Actuator d. Magnetic Pick-up e. Turbocharger f. Water Pump • Check rectifier circuit components. • Check winding insulation resistance. • Check cooling fan & hub for defects, damaged bearings & pulley alignment. • Greasing of bearings & pillow block. • Check torque on turbocharger mounting bolts. • Inspection, tightening of hoses & clamps. 	
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Materials and Consumables for Generator Set Preventive Maintenance

Description	Qty	Unit Cost	Total Cost
MADUYA PUMPING STATION			
Fuel Filter	1 pc		
Fuel Separator	1 pc		
Oil Filter	1 pc		
Bypass Filter	1 pc		
Air Filter Primary	1 pc		
Air Filter Secondary	1 pc		
Perkins Engine Recommended Engine Oil	1 Lot		
Engine Flush	2 Bottles		
Radiator Flush	1 Lot		
Radiator Coolant	3 Bottles		
Labor, Tools, Equipment & Technical Expertise for the Corrective Maintenance/Change Oil & all Filters.	1 Lot		
BANCAL PUMPING STATION 4			
Fuel Filter	1 pc		
Fuel Separator	1 pc		
Oil Filter	1 pc		
Bypass Filter	1 pc		
Air Filter Primary	1 pc		
Air Filter Secondary	1 pc		
Perkins Engine Recommended Engine Oil	1 Lot		
Engine Flush	2 Bottles		
Radiator Flush	1 Lot		

Radiator Coolant	3 Bottles		
Labor, Tools, Equipment & Technical Expertise for the Corrective Maintenance/Change Oil & all Filters.	1 Lot		
CITYLAND PUMPING STATION 1			
Fuel Filter	1 pc		
Fuel Separator	1 pc		
Oil Filter	1 pc		
Air Filter Element	1 pc		
Cummins Engine Recommended Engine Oil	1 Lot		
Engine Flush	4 Bottles		
Radiator Flush	1 Lot		
Radiator Coolant	7 Bottles		
Labor, Tools, Equipment & Technical Expertise for the Corrective Maintenance/Change Oil & all Filters.	1 Lot		

- ✓ Terms of Payment: 30 Calendar days upon delivery
- ✓ Delivery Site: Carmona Water District
Block 8, Lot 8, Joy St., Cityland Subd.
Brgy. Mabuhay, Carmona, Cavite
- ✓ Delivery Period: Three to five(3-5) days upon receipt of Purchase Order

REQUEST FOR QUOTATION FORM

Date: _____
RFQ. No. 2020-07-0242

Attention: BIDS AND AWARDS COMMITTEE
Block 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay,
Carmona, Cavite

- 1) Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned offer to supply and deliver the following:

Description	Quantity	Delivery Site	Unit Price	Total Price
Labor and Materials Preventive Maintenance of Three (3) Units of Generator Set	1 Lot	Carmona Water District		

- 2) We undertake, if our Quotation or bid is accepted, to be available for delivery the above goods within three to five (3-5) days upon receipt of Purchase Order (PO).
- 3) We agree to abide by this Quotation/bid for a period of one hundred twenty (120) days after the deadline of submission specified in the RFQ.
- 4) We understand that payment for items delivered will be made in the stated terms of payment to the winning supplier after the inspection and acceptance of goods delivered.

Name of company : _____

Postal address : _____

TIN No. : _____

Telephone/ Fax No./ Email Address : _____

Supplier's representative : _____

Signature over printed name : _____

Designation : _____

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 or authorized representative 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, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

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 to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;

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: The owner or sole proprietor is 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

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 _____