



SUBIC BAY
METROPOLITAN AUTHORITY

**SUBIC BAY METROPOLITAN AUTHORITY
PROCUREMENT AND PROPERTY MANAGEMENT DEPARTMENT**

Room 201 Bldg. 255, Barryman Road, Subic Bay Freeport Zone, Philippines
Tel. Nos. (047) 252-4503/4124/4211/4283/4230/4214/4424/4282 Fax. No. (047) 252-4284/4251

General Quality Form
PPD-CF-08-02
Rev. No. 04
Effectivity Date: 10-30-2020

QUOTATION FORM

You may send your quotation via email to sbmappmd@gmail.com Approved Budget for the Contract: **P820,000.00**
email with "cc/bcc" WILL NOT BE ACCEPTED.

For inquiries, contact: **CAROL DIWA** at Tel. No. (047) 252- 4211 REFERENCE: **0 0 0 4 4 - 2 3 - 0 6 0 5 - 0 1 9 7**

This is a "REQUEST FOR QUOTATION" for items listed below.
Pls submit your quotation not later than _____ days
Please note that quotation submitted beyond the deadline given above, will not be considered.

DELIVERY POINT: PPMD RECEIVING SECTION Bldg 709, Burgos Street, Subic Bay Freeport Zone If FOB destination or others, pls. indicate the estimated freight cost.	TERMS: * Payment: _____ days * Delivery: _____ calendar days TO SUPPLIER: IS YOUR PRICE QUOTATION EXCLUSIVE OF VAT? <input type="checkbox"/> YES <input type="checkbox"/> NO
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ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
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1	SERVICES AND MATERIALS FOR THE REPAIR AND PREVENTIVE MAINTENANCE OF FOUR (4) UNITS GENERATOR SETS	1	LO *			
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SCOPE OF WORK:

- 1.) 1875KVA GENSET (BLDG. 8015)
- 1.1 REPAIR/RECONNECTION OF DAMAGE WIRES/HARNES AND INSTALL PROTECTION FROM RODENT.
- 1.2 CHANGE OIL AND RENEW FILTERS (OIL, FUEL)
- 1.3 CLEANING/FLUSHING OF RADIATOR AND REFILL COOLANT.
- 1.4 RENEW ALTERNATOR AND FAN BELTS.
- 1.5 REPLACE 4 PCS BATTERY, 12V 8D, HEAVY DUTY.
- 1.6 TEST GENERATOR SET FOR SATISFACTORY OPERATION.
- 2.) 131KVA GENSET (AIR TO GROUND COMM.)
- 2.1 INSTALL BYPASS/MANUAL OPERATION FOR FUEL SYSTEM.
- 2.2 REPLACE DEFECTIVE SIGHTS GLASS OF FUEL TANK.
- 2.3 CHANGE OIL AND RENEW ALL FILTERS (OIL, FUEL AND AIR FILTERS).
- 2.4 CLEANING/FLUSHING OF RADIATOR AND REFILL COOLANT.

* COMPANY NAME: _____ * MAILING ADDRESS: _____ * TEL NO.: _____ FAX NO.: _____ E-MAIL ADD: _____	* GRAND TOTAL: _____ Opened by: _____ Witnesses: _____ Date: _____
CERTIFICATION: I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes.	CERTIFICATION: I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above. Signature over printed name _____ Date _____ (Canvasser)

IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:

Please answer all required data marked with *.

Under RA 7227, SBMA is exempted from VAT.

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*****PLEASE FILL UP PAGE 1-2; COMPLETE ALL DETAILS ELIGIBLY AND CORRECTLY**

ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
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- 2.5 RENEW ALTERNATOR AND FAN BELTS.
- 2.6 SUPPLY BUILT-IN AUTOMATIC BATTERY 24V 3A.
- 2.7 TEST GENERATOR SET FOR SATISFACTORY OPERATION.
- 3. 32.3KVA GENSET (DVOR, GRANDE ISLAND)
- 3.1 CHANGE OIL AND RENEW ALL FILTERS (OIL, FUEL AND AIR FILTERS).
- 3.2 CLEANING/FLUSHING OR RADIATOR AND REFILL COOLANT.
- 3.3 RENEW ALTERNATOR AND FAN BELTS.
- 3.4 SUPPLY BUILT-IN AUTOMATIC BATTERY 24V 3A.
- 3.5 PROVIDE / INSTALL BATTERY RACK WITH WEATHERPROOF BATTERY BOX.
- 3.6 TEST GENERATOR SET FOR SATISFACTORY OPERATION.
- 4. 625KVA GENSET (BLDG. 8050 / AGL)
- 4.1 CHANGE OIL AND RENEW ALL FILTERS (OIL, FUEL AND AIR FILTERS).
- 4.2 CLEANING / FLUSHING OF RADIATOR AND REFILL COOLANT.
- 4.3 RENEW ALTERNATOR AND FAN BELTS.
- 4.4 SUPPLY AUTOMATIC BATTERY 24V 5A.
- 4.5 TEST GENERATOR SET FOR SATISFACTORY OPERATION.

*** SEND / ATTACH ALL DOCUMENTARY REQUIREMENTS NEEDED SUCH AS:
 - OMNIBUS SWORN STATEMENT
 - INCOME TAX RETURN (2022) WITH BIR RECEIVED/STAMP
 - PHILGEPS CERTIFICATION
 - BIR FORM 2303; - SAMPLE OFFICIAL RECEIPT

NOTICE TO SUPPLIERS:

You may submit price quotations through any of the following

- *PERSONAL submission * COURIER
- *FACSIMILE (acceptable for PR with ABC of less than P50,000)
- *CASH ON DELIVERY (COD) Payment Terms is not acceptable (GPBB Volume 2 Manual of Procedures).

Suppliers are highly encouraged to personally attend the opening of bids/quotations. Please confirm schedule with the Technical Section at (047) 252-4503.

PERFORMANCE AND WARRANTY SECURITIES:

- *Performance Security is required for Services/Services & Materials/Equipment with contract price of P500,000.00 and Above;
- *Warranty Security is required for Services & Materials/Equipment with contract price of P300,000.00 and Above, EXCEPT for those deliverables that are out-rightly Consumed within the date of delivery/rendering of services.

* COMPANY NAME: _____		* GRAND TOTAL: _____	
* MAILING ADDRESS: _____		E-MAIL ADD: _____	
* TEL NO.: _____		FAX NO.: _____	
CERTIFICATION: I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes.		CERTIFICATION: I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above.	
* Signature over printed name (Authorized Company Personnel)	Date	Signature over printed name (Canvasser)	Date
Opened by: _____		Date: _____	
Witnesses: _____		_____	
_____		_____	
_____		_____	

IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:

Please answer all required data marked with *.

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***PLEASE FILL UP PAGE 1-2; COMPLETE ALL DETAILS ELIGIBLY AND CORRECTLY

SUBIC BAY METROPOLITAN AUTHORITY
SUBIC BAY INTERNATIONAL AIRPORT
TERMS OF REFERENCE
SERVICES AND MATERIALS FOR THE REPAIR AND PREVENTIVE
MAINTENANCE OF FOUR (4) UNITS GENERATOR SETS

I. BACKGROUND

The Subic Bay International Airport (SBIA) is located in the province of Zambales 80 kilometers northwest of Manila, The SBIA is a substantial asset of the SBMA with a 2,745m main runway, extensive apron areas, a passenger terminal building, numerous hangars, buildings and facilities.

Since 1992, the SBMA has undertaken routine maintenance and repair of airport facilities in reasonable condition. However, the level required at the moment particularly on some of the power generator sets already shows the needs for corrective repair maintenance.

In view of this, the SBIA management decided that the services for the works and supply of materials necessary for the repair and maintenance be contracted out at reasonable cost to SBMA/Government.

II. OBJECTIVES

The primary objective of contracting the services is to conduct proper repair and maintenance of power generator sets for its reliability and continuous service to airport facilities particularly to airport operations ground support equipment.

III. SCOPE OF SERVICES

The Supplier/Contractor is expected to verify the existing site conditions through actual site inspection at own expense prior to submission of proposal.

The contractor is to comply strictly with all safety regulations, rules, orders and policies as required by SBMA. All necessary permits shall be provided by the contractor.

No works will start on job site unless the contractor is properly briefed on safety and security policies of SBIA.

The Contractor will provide professional services in the attainment of the objectives stated above, which services shall include but not necessarily be limited to the following:

3.1 *1875kVA Genset (Bldg. 8015)*

- a) Repair and reconnect the damaged wires/harness and install protective cover from rodent
- b) Conduct engine change oil and replace all filters (oil and fuel) with new ones
- c) Clean and flush the radiator and refill with new coolant
- d) Replace alternator fanbelts with new ones

- e) Replace the batteries (4-each) with new ones, 12V 8D, Heavy duty
- f) Conduct testing of generator set for satisfactory operation

3.2 131 kVA Genset (*Air to Ground Communication*)

- a) Install bypass/manual operation for fuel system
- b) Replace defective sight glass of the fuel tank with new one
- c) Conduct engine change oil and replace all filters (oil, fuel, air filter) with new ones
- d) Clean and flush the radiator and refill with new coolant
- e) Replace alternator fanbelts with new ones
- f) Supply and install new built-in battery unit, 24V 3A
- g) Conduct testing of generator set for satisfactory operation

3.3 32.3 kVA Genset (*DVOR, Grande Island*)

- a) Conduct engine change oil and replace all filters (oil, fuel and air filter) with new ones
- b) Clean and flush the radiator and refill with new coolant
- c) Replace alternator fanbelts with new ones
- d) Supply and install new built-in battery unit, 24V 3A
- e) Provide and install battery rack with weatherproof battery box
- f) Conduct testing of generator set for satisfactory operation

3.4 625 kVA Genset (*Bldg. 8050 / AGL*)

- a) Conduct engine change oil and replace all filters (oil, fuel and air filter) with new ones
- b) Clean and flush the radiator and refill with new coolant
- c) Replace alternator fanbelts with new ones
- d) Supply and install new battery unit, 24V 5A
- e) Conduct testing of generator set for satisfactory operation

IV. PROJECT DURATION AND SCHEDULE OF SERVICES

It is expected that the duration of services will be Ninety (90) calendar days. Services shall commence within the period to be specified in the contract.

V. STAFF AND EQUIPMENT REQUIREMENTS

The contractor will provide supervisory and working personnel, sufficient and efficient in number to properly accomplish all necessary related works.

The contractor will designate a competent representative who will be available at the respective area to oversee working operations being carried out and to receive instructions from authorized airport representative.

The staff resources comprising the contracting team will work closely with the SBMA/ SBIA Department to establish the requirements and priorities of the contractor.

VI. FACILITIES TO BE PROVIDED BY THE GOVERNMENT

The Airport authority will provide space, without cost to the contractor for the contractor's tools/equipment/materials storage excluding service utilities. The contractor will ensure the proper maintenance of area during the period of their services. The contractor shall not make any alteration to the space provided except with permission of the authority.

VII. REPORT

The documentation of the services shall be accomplished through reports with supporting progress photo every other week.

VIII. PAYMENT SCHEDULE

The quantity of described items present shall be paid based on the contract unit price for the item shown in the proposal. The price of which shall comprise full compensation for the furnishing of all necessary labor, tools, equipment, materials and other incidental costs to complete the services. Payment shall be made as stated in the contract.

IX. WARRANTY


Materials and Workmanship

The contractor shall warrant the materials and workmanship from any defects for a period of not less than One (1) year.

Personnel Services

The contractor warrants and undertakes to render free and harmless from any demand, suit or course of action, whether judicial or extra judicial; the SBMA/Subic Bay International Airport, its offices and representatives, from any claim for Social Security benefits, unpaid wages, vacation leave with pay, sick leave with pay, overtime wages, workmen's compensation claims for injuries and/ or death as a result of whatever fortuitous event while in the employment of the contractor which may be filed by the employees of the contractor while in the discharge of their normal duties outlined herein, meal allowance, medication and hospitalization of the employees. It is understood that all such claim or claims shall be for the exclusive account of the contractor including third party liabilities.

Prepared by:


RUEL P. BOBADILLA
OIC, Planning & Engineering

Approved by:


ZHARREX R. SANTOS
Manager, Airport Department