



**REQUEST FOR QUOTATION
SECTION 53.9
SMALL VALUE PROCUREMENT**

DATE : SEPTEMBER 13, 2022

PROJECT NO. : OCM(QMC)-22-GRMS-1072B

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : PREVENTIVE MAINTENANCE SERVICE OF QUEZON CITY MUSICAL DANCING
FOUNTAIN
Approved Budget of
the Contract : P 100,000.00
End-User /
Implementing Office : OFFICE OF THE CITY MAYOR (QUEZON MEMORIAL CIRCLE)

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **SEPTEMBER 16, 2022, 10:00 A.M.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (For ABCs above P500,000.00)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** issued by **QC BAC- Goods and Services**.

(Sgd.) ATTY. DOMINIC B. GARCIA
Officer-in-Charge / Head, BAC-Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD 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.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
	PREVENTIVE MAINTENANCE SERVICE OF QUEZON CITY MUSICAL DANCING FOUNTAIN				
1	<p>SCOPE OF OPERATION AND PREVENTIVE MAINTENANCE SERVICES:</p> <p><u>Gyrating Fountain</u></p> <p>a) All components of the Gyrating Fountain are to be checked on the need basis on its electromechanical and electronic control systems.</p> <p>b) Replacement of electro-mechanical and electronic components whenever needed.</p> <p><u>Fountain Nozzles, High Speed</u></p> <p><u>Chopping System and Solenoid Valves</u></p> <p>a) All High-Speed Chopping Mechanism, Filter Systems and solenoid valves, are to be serviced whenever needed to maintain the desired water effects.</p> <p>b) Adjustment and calibration of fountain nozzles whenever needed.</p> <p>c) Replacement and installation of chopper solenoids and electro-mechanical components when needed.</p> <p><u>Pump Maintenance</u></p> <p>a) Checking of electrical and mechanical condition of the fountain pumps and filter pump.</p> <p>b) Repair and rehabilitation of pumps whenever needed.</p> <p><u>Maintenance on Control System</u></p> <p>a) Gyrating fountain Controls, Solenoid Controls, Chopper Controls, 'programmable Logic Controller,</p>	lot	1		

<p>Programmed Arching Jet Controls are all checked that they are in good working condition.</p> <p>b) Magnetic switches, circuit breakers and automation electronics are to be checked as often as needed for loosened terminals and worn-out parts to minimize down time.</p> <p><u>Lamp Maintenance</u></p> <p>a) Checking lighting controls, fountain lamp components replacement and Installation of busted components when needed.</p> <p><u>Sound System Maintenance</u></p> <p>a) Maintenance of Speaker Baffles and Speakers.</p> <p>b) Maintenance of Sound System Equipment consisting of equalizers, amplifiers and music player.</p> <p><u>Inspection and Cleaning</u></p> <p>a) General inspection that all water features are operating per desired performance.</p> <p>b) Draining and cleaning of fountain pool, including water treatment whenever needed.</p> <p><u>Filtration System</u></p> <p>a) Operated sand filter system to maintain pool cleanliness.</p> <p>b) Inspected and checked filtration system to ensure optimum performance.</p> <p><u>Tools and Spare Parts</u></p> <p>a) Provision of tools and testing instruments as well as trained personnel to use these for fountain operation, testing and troubleshooting.</p> <p>b) Provision of various spare parts available on site for immediate replacement.</p> <p><u>Fountain Operation</u></p> <p>a) A fountain operator will be assigned whenever the fountain is required to operate.</p> <p>b) Fountain operator salaries, allowances and overtime pay including Sundays and holidays are included.</p> <p>c) Coordination with Quezon Memorial Circle Park Management regarding fountain operating time.</p> <p><u>Dancing fountain Choreography and</u></p> <p><u>Product Upgrades</u></p> <p>a) Selection and addition of one (1) new song in song list.</p> <p>b) Choreography including programming and testing of the song added.</p>				
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	c) Upgrading of fountain Components for efficient operation and improvement.				
TOTAL					

Amount in Words: _____

OTHER REQUIREMENT:
<ul style="list-style-type: none"> • List of Manpower Requirement

Delivery Period : **DECEMBER 15 - 31, 2022**

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address