



LCP FORM No. 88-018
Revised April 2022

LUNG CENTER OF THE PHILIPPINES

Quezon Avenue, Quezon Cit
Tel. Nos. 9246101 to 20
Fax No (632) 9240707
E-mail: ppsd.bac@gmail.com

REQUEST FOR QUOTATION

No. 2022-11-0031

Date: Nov 21, 2022

The Lung Center of the Philippines through its Bids and Awards Committee (BAC), hereby requests the prospective suppliers to quote its lowest price for the Preventive Maintenance of Electrical Utilities, subject to the General Conditions stated herein, and to submit said quotation, duly signed by their representative, not later than Nov 22, 2022.

Quotations shall be in accordance with the attached Terms of Reference, to be submitted in coordination to Jimmy Zafiro (Procurement) at telephone numbers 9246101 to 20 loc. 1064 and e-mail address at ppsd.bac@gmail.com.

GENERAL CONDITIONS:

- All quotations must be printed on the company's letterhead.
- Any erasures or overwriting shall be valid only if they are signed or initialed by a duly authorized supplier representative/s.
- The supplier's PhilGEPS Registration Certificate/Number, Mayor's or Business Permit, and notarized Omnibus Sworn Statement (with notarized Secretary's Certificate, Special Power of Attorney/Board Partnership Resolution, whichever is applicable), shall be attached to the quotation.
- The prospective bidders may submit an offer that provides for superior quality and/or better terms and conditions at no extra cost to agency. While, multiple and/or alternate bids shall not be accepted.
- All quotations shall be considered as fixed prices and are, therefore, not subject to price escalation during contract implementation.
- All transactions are subject to withholding of appropriate taxes and fees.

The LCP reserves the right to reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, to reject all Quotations/Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept only the offer that is most advantageous to the Government.

The LCP assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.


Joseph Leonor Z. Obusan, MD
BAC I Chairman



LUNG CENTER OF THE PHILIPPINES
Quezon Avenue, Quezon City

TERMS OF REFERENCE (TOR)
for the Preventive Maintenance of
Electrical Facilities of the
Lung Center of the Philippines

I. INTRODUCTION

A. BACKGROUND

The Lung Center of the Philippines is a tertiary hospital specializing on pulmonary health diseases provides quality services to all its client twenty four seven (24/7). It is vital that all its support services are a tuned and continuously upgraded to cope with client requirements.

B. OBJECTIVES

To be able to conduct an annual preventive maintenance on the electrical facilities of the Lung Center of the Philippines so as to prolong the operation of these facilities.

II. CONTRACTOR REQUIREMENTS

1. Must have 10 years experience in maintenance of electrical facilities.
2. Must have conducted at least one (1) similar projects

III. SCOPE OF WORK

- A. Isolation of incoming power lines (for Main and NCPR entrances), disconnect switches, power fuse and grounding of high voltage lines prior to servicing and testing.
- B. Ocular inspection and evaluation of existing/present system.

C. FIRST PRIVATE POLE

1. Check up and cleaning of load break switch, power fuse, lighting arrester, power cable termination, insulator and other accessories mounted therein.
2. Inspect physical condition. Check all mechanical and moving parts and lubrication of all joints and linkages.
3. Checks switch blade alignment and arc interrupter operation.
4. Check and clean movable and stationary contacts.
5. Check power fuse for adequate mechanical support and re-tightening of insulators.
6. Check clip tightness and contact alignment.
7. Application of HV silicon contact grease (conductive) on all live contacts
8. Re-tightening of all moving parts.
9. Perform the following test:

- a. Insulation Resistance Test
- b. Contact Resistance Test
- c. Manual Operational test
- d. Trimming/cutting of branches and leaves which pose danger to the high voltage electrical distribution lines.

D. HIGH VOLTAGE SWITCH GEAR – 2 UNITS

- 1. Check-up and cleaning of Load Break switch, power fuse, lightning arrester, power cable termination, insulator, bus bar and other components mounted therein.
- 2. Inspect for physical condition. Check all mechanical moving parts and lubrication of all joints and linkages.
- 3. Check switchblade alignment and arc interrupter operations.
- 4. Check/clean movable and stationary contacts.
- 5. Check each fuse holder for adequate mechanical support and re-tightening of insulators.
- 6. Check clip tightness and contact alignment.
- 7. Application of high voltage grease (conductive) on all live contacts.
- 8. Perform the following standard test:
 - a. Insulation Resistance Test
 - b. Contact resistance Test
 - c. Manual Operational Test
- 9. Re-tightening of terminal connections and grounding system

E. 3MVA POWER TRANSFORMER – 2 UNITS

- 1. Record nameplate data and other information.
- 2. Isolation of terminal connection and grounding system.
- 3. General inspection, check-up and cleaning of terminal, bushing, casing and other accessories.
- 4. Check for any oil leaks, cracks and other defects.
- 5. Install necessary pipe fittings at the oil drain valve including flexible hose piping necessary for oil degasification.
- 6. Oil purification using fully automated vacuum purifier of the total oil quantity inside the transformer in multi-passes (3 passes) until the desired acceptable level of the oil is attained.

Please see below processes:

- a. Oil will pass through a series of filters (Preliminary, Course and Fine Filter). These filters are capable of filtering the solid particles down to 1 micron.
 - b. The oil will also pass through the heating tanks capable of heating the remain up to 60°C. Heaters are indirect type i.e. element of heater will not remain in contact with oil being purified and of low current type designed so that oil does not carbonize due to high temperature at surface of metal surrounding the heater elements.
 - c. Then oil will pass through the degassing chamber for dehydration and removal of gasses 0.1 by volume and moisture of less than 5 PPM.
- 7. Closing of inlet and outlet valves including dismantling of pipe fittings.
 - 8. Purging of nitrogen gas up to specified operating pressure.
 - 9. Performance the following test:
 - a. Dielectric Breakdown Voltage (DBV) Test
 - b. Transformer Turns Ratio (TTR) Test

- c. Winding Insulation Resistance Test
- d. Polarization Index (PI) Test
- e. Winding Resistance Measurement
- f. Dissolve Gas Analysis (DGA)
- g. Oil Quality Test
 - Color and Visual Examination
 - Water/Moisture Content
 - Interfacial Tension (IFT)
 - Neutralization Number
 - Oil Power Factor
10. Final checking and cleaning of transformer including reconnection of terminals and grounding system.

F. LOW VOLTAGE SWITCHGEAR (MAIN, KOCIA BUILDING AND RADIOTHERAPY BUILDING) AND CAPACITOR BANK

1. Open front and rear panel of switchgear and check loose items or anything foreign to the switchgear that may hamper the efficiency of its operation.
2. Inspect for physical condition, proper alignment, anchorage and grounding.
3. General cleaning of cubicle by air blowing, vacuuming and wiping of all portions.
4. Inspection of all terminals, wire ends, abrasions, corrosion, carbonation of contacting surfaces and other sign of material fatigue.
5. Draw-out circuit breakers to clean and check stationary and movable contacts for deteriorated springs and worn out finger.
6. Check operating of circuit breaker with breaker regards to their opening, closing, tripping and indicating functions.
7. Check for loose, worn-out or missing parts of operating mechanism.
8. Lubrication and alignment of circuit breakers mechanism.
9. Re-tightening of bus bar, bolts terminal connections and cable connections of circuit breaker and terminal connection of control wiring.
10. Perform standard electrical test:
 - a. Insulation Resistance test on circuit breaker
 - b. Contact Resistance test on circuit breaker
 - c. Manual Operational test

G. Clean and clear worksite upon completion.

H. Assist in energizing the facilities to normal operation.

I. Submission of certified test results.

J. Supply and installation of 3 sets voltmeter for LVSG Bank B (Voltmeter, Amp. Meter, and Frequency Digital Type 3 in 1, 3 Phase) and 1 set Control Transformer

IV. ESTIMATED COST

	PARTICULARS	ESTIMATED COST (Php)
1	First Private Pole	84,000.00
2	High Voltage Switchgear	106,400.00
3	Power Transformer	392,000.00
4	Low Voltage Switchgear	168,000.00
5	3 sets Voltmeter	95,200
	Total	Php 845,600.00

Prepared by:


ENGR. RAMIL F. LABRADOR
Building Inspector

Noted by:


ENGR. CESARIO M. YANGAT
Chief Administrative Officer, GSD

Date: _____

Company/Business Name:

Address:

Business/Mayor's Permit No.

TIN:

PhilGEPS Registration No. (required):

INSTRUCTIONS:

- Accomplish this RFQ correctly and accurately
- Do not alter contents of this form
- All technical specification and terms of reference are mandatory. Thus, failure to comply with any of the mandatory requirements will disqualify your quotation.

Sir /Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation hereunder is our quotation for the item/s as follows:

TECHNICAL SPECIFICATION					
<ul style="list-style-type: none">• Please quote your best offer for the items below. Please do not leave any blank items. Indicate "0" if item being offered is for free• Bidders must state "Comply" in the column "Bidder's statement of compliance" against each of the individual parameters of each specification					
Item	Description	Total Quantity	Bidder's Statement of compliance	Unit Cost	Total Cost (inclusive of all cost & applicable taxes)
	Preventive Maintenance of Electrical Utilities	1 lot			
	(See attached Technical Specifications & additional requirements for eligibility)				

SCHEDULE OF REQUIREMENT		Bidder's Statement of compliance
A.	[Project Name]	Schedule of Requirement

FINANCIAL OFFER	
Approved Budget for Contract	Total Offered Quotation
Php 845,600.00	In Words: _____ _____ _____
	In figures: _____

Signature Over Printed Name

Position Designation

Office Telephone number

Fax/Mobile Number

E-mail Address/es

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- Price quotation/s must be valid for a period of at least sixty (60) calendar days from the deadline of submission.
- Price quotation/s shall include all taxes, duties, and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation which complies with the

technical specifications, requirements and other terms and conditions stated herein.

- The item/s shall be delivered according to the accepted offer of the bidder.
- Item/s delivered shall be inspected and acknowledged upon the delivery to confirm the compliance with the technical specifications.
- Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB-TSO may terminate 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.

[can be modified and added by end-user]

Conforme:

Signature Over Printed Name

Position Designation

Office Telephone number

Fax/Mobile Number

E-mail Address/es