



## REQUEST FOR QUOTATION

SVP No. 2023 – 021

14 July 2023

The People's Television Network, Inc. (PTNI), through its Bids and Awards Committee (BAC), invites interested bidders for the Small Value Procurement of **Generator Sets: LOT1 - Preventive Maintenance of Generator Sets of Mindanao Media Hub and PTV – Davao; LOT2 - Supply and Delivery of Generator Set Batteries for PTV – Cotabato Station.** The details of the project are as follows:

A .Name of the Project	Generator Sets: LOT1 - Preventive Maintenance of Generator Sets of Mindanao Media Hub and PTV – Davao; LOT2 - Supply and Delivery of Generator Set Batteries for PTV – Cotabato Station
B. Source of Fund:	Corporate Budget
C. Approved Budget for the Contract (ABC):	Two Hundred Eleven Thousand Pesos (Php211, 000.00) LOT1: PTV – Davao (Php200,000.00) LOT2: PTV – Cotabato Station (Php11,000.00)
D. Mode of Procurement:	Procurement will be conducted in accordance with Sec.53.9 (Small Value Procurement) of the Revised Implementing Rules and Regulations of Republic Act 9184, otherwise known as “The Government Procurement Reform Act”
<p>E. Documentary Requirements:</p> <p>Copies of the following eligibility requirements are also required to be submitted along With your quotation/proposal:</p> <ol style="list-style-type: none"> <li>1. Mayor's/Business Permit (2023)</li> <li>2. PhilGEPS Registration Certificate</li> <li>3. Omnibus Sworn Statement (duly signed and notarized); and if applicable: -Notarized Secretary's Certificate in case of corporation, partnership, or cooperative.</li> </ol> <p><i>*only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.</i></p>	



PEOPLE'S TELEVISION  
P A R A S A B A Y A N

**Only Sealed bids / quotations** from the eligible bidders will be opened and a contract will only be awarded to the Lowest Calculated and Responsive Bidder who was determined as such during post qualification.

**Payment:** within 30 calendar days after completion and acceptance.

**Price Validity:** *All price quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.*

**Delivery Period:** Fifteen (15) calendar days upon receipt of Notice to Proceed.

**F. Description:**

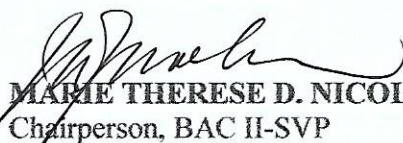
Generator Sets: LOT1 - Preventive Maintenance of Generator Sets of Mindanao Media Hub and PTV – Davao; LOT2 - Supply and Delivery of Generator Set Batteries for PTV – Cotabato Station

\*Please see attached for the Technical Specifications Requirements (T.S.R.)

Bids received in excess of the ABC shall be automatically rejected at the opening of quotations.

**Sealed quotations may be submitted on or before 10:00am, 21 July 2023, at the Purchasing Office, Broadcast Complex, Visayas Avenue, Diliman, Quezon City.**

The PTNI reserves the right to accept or reject any bid to annul the bidding process and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

  
**MARIE THERESE D. NICOLAS**  
Chairperson, BAC II-SVP

## TERMS OF REFERENCE

### PREVENTIVE MAINTENANCE OF GENERATOR SETS OF MINDANAO MEDIA HUB

#### 1. General Requirements

##### 1.1 Project Site

1.1.1 Mindanao Media Hub, Along Carlos P. Garcia Highway, Diversion Road, Bangkal, Davao City, 8000, Philippines

1.1.2 Shrine Hills Road, Talomo, Davao City, 8000, Philippines

##### 1.2 Completion of Project

1.2.1 Preventive Maintenance of Generator Sets for Mindanao Media Hub

#### 2. Approved Budget Contract (ABC)

The ABC of this project is **TWO HUNDRED THOUSAND PESOS ONLY (PHP 200,000.00)** inclusive of all applicable taxes and any other charges that may arise.

#### 3. Installer Eligibility Requirements

##### 3.1 Legal/Government Permit Clearances

3.1.1 Atleast PhilGEPS Red Registration

#### 4. Scope of Work

The supplier shall provide a maintenance program fro 3 Genset (2-375KVA, 1-125 KVA)

4.1 Supply of labor, tools and equipment, consumable materials for preventive maintenance (i.e. oil, oil filter, fuel filter, air filter, etc.), ancillary materials, technical competence, and supervision for the preventive maintenance of Generator sets.

4.2 Supply and installation of batteries

4.3 Check coolant level, refill if necessary. Inspect worn out, broken or loose belts, adjust if necessary. Check or replace hoses if necessary. Check radiator fins for debris, loose, broken guard and leaks.

4.4 Check for leaks on fuel system. Drain water separator (if equipped).

4.5 Check fuel tanks level, primary and secondary fuel filter, and clean primary fuel filter if necessary.

4.6 Inspect and clean or replace air filter elements.

4.7 Change oil if already due, replace filters. Clean crankcase breather if

necessary.

- 4.8 Check/inspect starter operation, inspect loose connections.
- 4.9 Control Panel - Check for loose, broken or damaged wiring or components. Check engine protective devices and test proper operations. Check that all switches, and breakers are in proper operation for automatic starting.
- 4.10 Power Generator - Check/inspect visually for loose connection and burnt wires.
- 4.11 Testing and Commissioning.

## 5 Duties and Responsibilities of the Generator Service Contractor

5.1 The Contractor shall have a manpower that is properly and fully qualified to perform the class of work provided herein, and that all are authorized, properly trained, equipped, organized and finance to perform such work. The Contractor shall perform all work in accordance with all conditions stipulated in the contract.

5.2 The Contractor shall provide experience and qualified manpower, tools and equipment which are capable of producing the quality and quantity of work and materials required to complete the project as specified in the approved scope of work and specifications.

## 6. Delivery Period

- 6.1 Fifteen (15) calendar days upon the receipt of Notice to Proceed

## 7. Payment Terms

- 7.1 Thirty (30) calendar days upon Completion of the Project

# SUPPLY AND DELIVERY OF GENERATOR SET BATTERY FOR PTV COTABATO STATION

## PURPOSE

The PTV Cotabato is looking for a qualified supplier who is capable of supplying and delivering high-quality battery for generator set.

## APPROVED BUDGET CONTRACT

The ABC of this project is ELEVEN THOUSAND PESOS ONLY (PHP 11,000.00) inclusive of all applicable taxes and any other charges that may arise.

### A. Technical Specifications:

- Full six (6) months warranty;
- Manufacturing date is not later than six (6) months from date of Purchase Order/Notice to Proceed;
- 17 plates;
- Heavy duty;
- Good performance and longevity;
- Low-maintenance.

Description	Quantity
N120L Heavy Duty Battery	1 PC.

B. **Delivery Period:** Fifteen (15) calendar days upon the receipt of Notice to Proceed.

C. **Payment Terms:** Thirty (30) calendar days from actual receipt of the Notice to Proceed/Purchase Order

D. **Point of Delivery:** PTV Cotabato, Don. E. Sero Cor., 6<sup>th</sup> Street, DICT Compound, Rosary Heights 5, Cotabato City.