

REQUEST FOR QUOTATION

RFQ No. 2025 – 003~~α~~

02 April 2025

The People’s Television Network, Inc. (PTNI), through its Bids and Awards Committee (BAC), intends to procure the following item/s in accordance with **Section 53.9 Small Value Procurement** of the 2016 revised Implementing Rules and Regulations Republic Act No. 9184.

Name of Project	Preventive Maintenance Services of 2 Mega Volts Power Distribution Transformer for the PTNI Manila
Approved Budget for the Contract (ABC)	Eight hundred eighty thousand pesos (PhP 880,000.00)
Source of Fund	Corporate Budget

Please submit your quotations/proposals duly signed by you or your duly authorized representative for the item described herein, subject to the Terms and Conditions provided in this RFQ along with the following documents on the day of submission of offer/s:

1. Duly accomplished conformity with technical specifications.
2. PhilGEPS Registration Number or PhilGEPS Certificate of Registration
3. Valid Business/Mayor’s Permit
4. Income or Business Tax Return **(for ABCs above PhP 500,000.00)**
5. Duly signed and notarized Omnibus Sworn Statement **(for ABCs above PhP 50,000.00)** and, if applicable, notarized Secretary’s Certificate in case of corporation, partnership, or cooperative (before the issuance of Notice of Award (NOA)).

Additional requirement:

6. List of previous clients on similar projects

Sealed quotation/proposal shall be submitted **on or before 10:00am, 07 April 2025**, at the Purchasing Office, People’s Television Network, Inc. 3rd Floor, 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.

For any clarification, please feel free to contact **Ms. Melissa N. Galvez** at this number **+63917-5864-993**.


JASMINE B. BARRIOS
 Chairperson, Bids and Awards Committee

Conformity with Technical Specifications

INSTRUCTIONS:

1. Accomplish this part of RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. Please indicate “comply” or sign the form for compliance with the specifications

Description	Statement of Compliance (Please indicate “comply”)
1 Lot Preventive Maintenance Services of 2 Mega Volts Power Distribution Transformer for the PTNI Manila	

I. Generator Set Preventive Maintenance

1. High voltage (HV) disconnecting switch (Meralco pole 34.5KV).
2. Power Aerial cable and underground cable wire hanger and support condition and alignment
3. Insulation Resistance, Ground Resistance and Contact Resistance Test:
 - a) High Voltage / Medium Voltage (HV/MV) Switchgears (Power Fuses, Circuit breakers, LightningArrester and Isolators)
 - b) Bus bars, terminal contact and termination box
 - c) Aerial Cable and Underground cable from PTNI Electric Private Pole, Transformer Vault to Main Power room
 - d) Six (6) units 333KVA Oil-Type Distribution Transformer
 - e) Grounding System
4. Thermographic scanning before and after PMS service
 - a) Load Break switch, Power Fuse Assembly, LT, HT and XLPE Power Cable at First Private Pole
 - b) Six (6) units 333KVA oil type distribution transformer
 - c) Dry type transformer
 - d) Automatic Transfer Switch (ATS)
 - e) Main Distribution Panel (MDP)
 - f) All Electrical Lighting and Power Panels
5. Manual Test/Trip Operation Test:
 - a) Main Distribution Panel (MDP)
 - b) All Electrical Lighting and Power Panels
6. Bolt Retightening (wire terminals, locknuts, washers, etc.)
 - a) Transformer Vault
 - b) Main Breakers, Switchgears, and Electrical Panel Branch Circuit.
 - c) Cable hanger and mounting support
7. Comprehensive electrical test on transformer windings:
 - a) Winding Resistance Test
 - b) Winding Insulation Resistance / Polarization Index Test
 - c) Turns Ratio Test
 - d) Excitation Current Test

- e) Insulation Power Factor and capacitance Test
- 8. Transformer oil test:
 - a) Dielectric strength test (DST) or dielectric voltage breakdown (DVB) test
 - b) Transformer Oil Dissolve Gas Analysis (DGA)
 - c) Oil quality test
- 9. Clean all stationary and movable parts and contacts for any deterioration and worn-out contact fingers of circuit breaker, transformer, fuses, disconnecting switches etc.

II. Power Quality Analysis (PQA) at the Main Electrical Panel

- a) AC Current Measurement (RMS)
- b) AC Voltage Measurement (dips or sags, surge and other voltage anomalies)
- c) Voltage and current Harmonics and Total Harmonics Distortion
- d) Power Factor
- e) Active, Reactive and Apparent Power
- f) Frequency Measurement, Peak Demand and Phase Sequence

A. GENERAL INFORMATION

The People's Television Network Inc. **requires professional contractor** to perform Preventive Maintenance Services on Transformer Vault with 6 units 333Kva Oiled Type Distribution Transformer, Distribution Voltage Service (34.5Kv) and High Voltage/Low Voltage (HV/LV) Service Underground Installation, HV/LV Switchgears and Insulators.

B. GENERAL REQUIREMENTS

The winning bidder shall provide and be responsible for labor, tools, equipment, devices and materials. Supervision is required to carry out all preventive maintenance and repair services as mentioned in the General Information

C. STANDARD

Any Transformer Vault Preventive Maintenance and Repair Services program should be performed in according to the following standard. This includes:

- a) Bureau of Fire Protection Code (RA 9514)
- b) Latest Philippine Electrical Code/National Electrical Code (RA 7920)
- c) Meralco Standards: Electrical Design

D. TEST RESULTS/ REPORTS/RECOMMENDATION

- 1) Submit evaluation, service report and discuss the data result/analysis/recommendations. Must be certified by Professional Electrical Engineers (PEE).
- 2) Certificate of completion and acceptance shall be issued after the completion of preventive maintenance services.

E. GENERAL CONDITIONS

- 1. Prospective bidders are required to conduct site inspection. To determine all necessary considerations and include the same in their proposal of any activities. Secure certificate of inspection from the end user.
- 2. Extra precautionary measures shall be observed. Otherwise, any damage incurred due to the fault of the service contractor shall be held liable to be replaced with a new one and must be restored to its original form with no additional charge from PTV4.
- 3. If in case minor repair and the parts can be replaced on a given allowable time, contractor/service provider must provide parts and/or conduct necessary repair and must provide separate quotation for the extra repair and parts replacement.
- 4. If major repair and parts replacement exceed the given allowable time the contractor/service provider must restore the original set-up and/or provide any means to obtain the normal operation and must provide separate quotations.
- 5. Always observed Safety Precautionary Measure and worksite cleanliness.
- 6. PTNI is not liable to any loss or damage to any tools and equipment used during the

PEOPLE'S TELEVISION NETWORK, INC.

Broadcast Complex, Visayas Avenue, Diliman, Quezon City 1128, Philippines
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preventive maintenance period.

F. DELIVERY DATE / WORK COMPLETION

Preventive Maintenance schedule must be on Holy week April 17 or 18, 2025 on Holy Thursday or Friday. It must be a one-day work activity.

G. WARRANTY

Six (6) month warranty on workmanship services and parts replacement (if any parts replaced).

By signing this form, I hereby signify that our company will comply with the Technical Specifications and has the Technical, Legal and Financial capability to supply and deliver the goods described herein supported by the information given in the quotation/proposal form subject to evaluation.

Signature over Printed Name

Position/Designation

Date

QUOTATION/ PROPOSAL

Date:	
Company Name:	
Address:	
Contact No.:	
Email Address:	
Business Permit No.:	
Tax Identification No.:	
PhilGEPS Registration Number:	
Payment Terms:	Payment shall only be made after the appropriate documents as mandated by existing government rules and regulations have been complied with

Quotation/ Proposal (please indicate the kind of goods with the total bid amount and any other related offer)

Item Description	QTY	Unit Cost	Total Cost
Preventive Maintenance Services of 2 Mega Volts Power Distribution Transformer for the PTNI Manila	1 Lot		
Total Amount:			₱

General Terms and Conditions

1. Bidders shall provide the correct and accurate information required in the forms.
2. All price quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.
3. Quotations exceeding the Approved Budget for the contract shall be rejected.
4. Award of contract shall be made to the lowest quotation which complies with the technical specifications and terms and conditions stated herein.
5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by you or your duly authorized representative.
6. The PTNI shall have the right to inspect the goods to confirm their conformity to the technical specifications once delivered.
7. All items should be delivered within the period specified in the Purchase Order / Job Order.
8. Liquidated damages equivalent to one-tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day to day.

Signature over Printed Name

Position/Designation

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