



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7687957
Procuring Entity DEPARTMENT OF TOURISM
Title GENERAL SERVICES AND REFILLING OF PORTABLE FIRE EXTINGUISHERS OF THE DOT
Area of Delivery Metro Manila

Solicitation Number:	2021-05-0037	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Fire Fighting & Rescue and Safety Equipment	Date Published	13/05/2021
Approved Budget for the Contract:	PHP 53,130.00	Last Updated / Time	12/05/2021 11:56 AM
Delivery Period:		Closing Date / Time	18/05/2021 15:00 PM
Client Agency:			
Contact Person:	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph		

Description

TERMS OF REFERENCE

GENERAL SERVICES AND REFILLING OF PORTABLE FIRE EXTINGUISHERS OF THE DEPARTMENT OF TOURISM

I. BACKGROUND

The General Services Division (GSD) main functions is to provide the administrative and logistic support to the department and also to ensure safety and security of the building and properties against destruction/loss and in compliance with Republic Act No. (RA9514), the GSD recommends the immediate refill of the total (106) Fire Extinguishers owned by the department to ensure its usefulness and availability in case of the occurrence of fire in the department.

II. OBJECTIVE

To procure a service provider to check and refill the existing Fire Extinguishers of the department that conforms to the standards set by the Bureau of Fire Protection (BFP) relative to fire-fighting supplies, materials, and/or equipment, following the procedures laid down in Republic Act No. 9184 (RA 9184) and its Implementing Rules and

Regulations (IRR).

III. DOCUMENTARY REQUIREMENTS OF THE BIDDER/SERVICE PROVIDER

1. Valid Registration of Business Name with the Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) or Cooperative Development Authority (CDA), whichever is applicable,
2. Valid Mayor's/Business Permit, if not available, an expired Mayor's/Business Permit with the attached official receipt for the application of renewal,
3. BIR Tax Identification No. (TIN),
4. Valid BPS/PS License secured from the Bureau of Product and Standards of the DTI,
5. PhilGEPS Registration Number

IV. SCOPE OF WORK

1. General services of One Hundred Six (106) Fire Extinguishers which will include the following:
 - a) Hydrostatic testing to ensure pressure strength,
 - b) Chamber de-rusting,
 - c) Valve checking/resetting and replacement (if needed),
 - d) General repairs, and
 - e) Pressure recharging.
2. Refilling of the following Fire Extinguishers, to wit:
 - a) 100 units - ABC Dry Chemical, 10-lbs/ 4.5-kg
 - b) 4 units - Hydrochlorofluorocarbon (HCFC) 10-lbs
 - c) 2 units - Hydrochlorofluorocarbon (HCFC) 20-lbs

3. Provision of tags/labels to each cylinder with proper date printed.

V. OTHER TERMS AND CONDITIONS

1. At least 1-year warranty for the 10-lbs ABC Dry Chemical Fire Extinguisher/s
2. At least 5-years warranty for HCFC 123 Fire Extinguisher/s
3. Warranty shall only be reckoned after acceptance by the DOT authorized representative.
4. Conduct of free quarterly Inspection and Maintenance of all units being refilled until the duration of the warranty. Maintenance includes the provision of technical tags, repair and refilling of Fire Extinguishers with down pressure, calibration, adjustment of fittings and valves.

VI. DELIVERY PERIOD

Within Fifteen (15) Calendar Days upon receipt of the Notice to Proceed.

VII. BUDGET AND SOURCE OF FUND

The Approved Budget for the Contract (ABC) is Fifty-Three Thousand One Hundred Thirty Pesos (PhP53,130.00), inclusive of all applicable taxes charge chargeable against FY 2021 ASPM-GAE Repair and Maintenance (All R&M: Building, Furniture, and other related).

VIII. TERMS OF PAYMENT

Full Payment shall be made after complete delivery and final acceptance of the Fire Extinguishers.

IX. CONTACT PERSON

Mr. Rolando Bautista
Chief, General Services Division
Department of Tourism
Tel. No. 459-5200

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Other Information

The winning bid however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above budget.

VALID REQUIRED DOCUMENTS:

1. Current Mayor's/Business Permit issued by the city or municipality where the principal place of business of the

prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area.

2. PhilGEPS Registration Number.

3. Latest Income Tax Return (for ABC above PhP500,000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement.

Please send/submit your quotation together with the required valid documents via email not later than 3:00pm on May 18, 2021

Created by TERESITA A. ROMANES

Date Created 12/05/2021

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