



REPUBLIC OF THE PHILIPPINES
NATIONAL POWER CORPORATION
(Pambansang Korporasyon sa Elektrisidad)

BID DOCUMENTS

Name of Project: TWO (2) YEARS MAINTENANCE SERVICE FOR LG MULTI-V VARIABLE REFRIGERANT FLOW (VRF) AIR-CONDITIONING SYSTEM OF NPC HEAD OFFICE MAIN BUILDING (HO-TFM22-089)

Project Location: NPC HEAD OFFICE BLDG. DILIMAN, QUEZON CITY

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Design and Development Department



SECTION I

INVITATION TO BID



National Power Corporation
INVITATION TO BID
PUBLIC BIDDING – BCS 2022-0428

1. The NATIONAL POWER CORPORATION (NPC), through its approved Corporate Budget of CY 2022 intends to apply the sum of **(Please see schedule below)** being the Approved Budget for the Contract (ABC) to payments under the contract. Bids received in excess of the ABC shall be automatically rejected at Bid opening.

PR Nos./PB Ref No. & Description	Similar Contracts	Pre-bid Conference	Bid Submission / Opening	ABC/ Amt. of Bid Docs
SO-OPD22-006 / PB220408-AD00098 (PB3) Renovation of NPC Office and Staff House at Bo. Obrero, Iloilo City • PCAB License: License Category of at least "Category D – General Building" and registration classification of at least "Small B – Building and Industrial Plant"	Construction or renovation of at least one (1) storey building structure	01 July 2022 9:30 A.M	13 July 2022 9:30 A.M	P 22,988,000.00 / P 25,000.00
HO-TFM22-089 / PB220713-AD00263 Two (2) Years Maintenance Service for LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System of NPC Head Office Main Building	Maintenance Service of Multi-V Variable Refrigerant Flow (VRF) Air-conditioning System or Maintenance Service or Installation of Air-conditioning System with Multi Indoor-Ceiling Mounted Fan Coil Units (FCU) Air-conditioning	01 July 2022 9:30 A.M	13 July 2022 9:30 A.M	P 7,200,000.00 / P 10,000.00

HO-FMG22-003 / PB220523-JC00110 (PB2) Supply and Delivery of Engine Lubricating Oil to SPUG Power Plants and Barges for CY 2022 • <i>Mode of Award: Per Delivery Point</i>	Supply and Delivery of Petroleum, Oil or Lubricant products	04 July 2022 9:30 A.M	18 July 2022 9:30 A.M	Total ₱ 14,671,143.00 / ₱ 25,000.00
Approved Budget for the Contract (ABC)		Maximum Cost of Bidding Documents (Pesos)		
500,000 and below		500.00		
More than 500,000 up to 1M		1,000.00		
More than 1M up to 5M		5,000.00		
More than 5M up to 10M		10,000.00		
More than 10M up to 50M		25,000.00		
<i>Note: If a bidder intends to partially participate for a number of lot(s) only, then the cost of Bidding Documents will be proportionate as indicated above</i>				
S1-SID22-016 / PB220621-RM00185 (PB2) Supply, Delivery and Installations of Collapsible / Containerized Bunker for Sibuyan Diesel Power Plant, Sibuyan Island, Romblon	Supply, delivery and installation of collapsible, containerized house / office or staff room	04 July 2022 9:30 A.M	18 July 2022 9:30 A.M	₱ 1,286,000.00 / ₱ 5,000.00
Venue: Kafiao Function Room, NPC Bldg. Diliman, Quezon City				

2. The NPC now invites bids for Item listed above. Delivery of the Goods is required (see table below) specified in the Technical Specifications. Bidders should have completed, within (see table below) from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. (Instruction to Bidders).

PR No/s. / PB Ref No/s.	Delivery Period / Contract Duration	Relevant Period of SLCC reckoned from the date of submission & receipt of bids
SO-OPD22-006	One Hundred Eighty (180) Calendar Days	-
HO-TFM22-089	Two (2) Years Contract Duration	Five (5) Years
HO-FMG22-003	Five (5) Months Contract Duration	Five (5) Years
S1-SID22-016	Ninety (90) Calendar Days	Five (5) Years

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Prospective Bidders may obtain further information from National Power Corporation, Bids and Contracts Services Division and inspect the Bidding Documents at the address given below during office hours (8:00AM to 5:00PM), Monday to Friday.
5. A complete set of Bidding Documents may be acquired by interested Bidders from the given address and website(s) and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines Issued by the GPPB. Bidding fee may be refunded in accordance with the guidelines based on the grounds provided under Section 41 of R.A. 9184 and its Revised IRR.
6. The National Power Corporation will hold Pre-Bid Conference (see table above) and/or through video conferencing or webcasting which shall be open to prospective bidders.

Only registered bidder/s shall be allowed to participate for the conduct of virtual pre-bid conference. **Unregistered bidders** may attend the Pre-Bid Conference at the Kañao Room, NPC subject to the following:

- a. Only a maximum of two (2) representatives from each bidder / company shall be allowed to participate during the virtual pre-bid conference.
 - b. A "No Face mask / No Entry" policy shall be implemented in the NPC premises. Face mask shall be 3-ply surgical or KN95 mask type.
 - c. The requirements herein stated including the medium of submission shall be subject to GPPB Resolution No. 09-2020 dated 07 May 2020
 - d. The Guidelines on the Implementation of Early Procurement Activities (EPA) shall be subject to GPPB Circular No. 06-2019 dated 17 July 2019
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below; (ii) online or electronic submission before the specified time stated in the table above for opening of bids. Late bids shall not be accepted.
 8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
 9. Bid opening shall be on Kañao Function Room, NPC Head Office, Diliman, Quezon City and/or via online platform to be announced by NPC. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
 10. The National Power Corporation reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of R.A. No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

**Bids and Contracts Services Division,
Logistics Department**

BIR Road cor. Quezon Avenue

Diliman, Quezon City

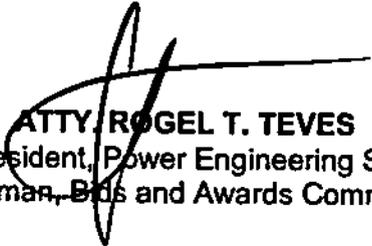
Tel Nos.: 8924-5211 and 8921-3541 local 5504/5239/5397

Fax No.: 8922-1622

Email: bcsd@napocor.gov.ph / bcsd_napocor@yahoo.com

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.napocor.gov.ph/bcsd/bids.php>



ATTY. ROGEL T. TEVES
Vice President, Power Engineering Services
Chairman, Bids and Awards Committee

SECTION II

INSTRUCTIONS TO BIDDERS

SECTION II – INSTRUCTIONS TO BIDDERS

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SECTION II – INSTRUCTIONS TO BIDDERS

1. Scope of Bid

The National Power Corporation (NPC or NAPOCOR) wishes to receive Bids for the **TWO (2) YEARS MAINTENANCE SERVICE FOR LG MULTI-V VARIABLE REFRIGERANT FLOW (VRF) AIR-CONDITIONING SYSTEM OF NPC HEAD OFFICE MAIN BUILDING**, with identification number PR No HO-TFM22-089.

The Procurement Project (referred to herein as "Project") is composed of one (1) lot and will be awarded to one (1) Bidder in one complete contract, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for CY 2021 in the amount specified in the Invitation to Bid.

2.2. The source of funding is the Corporate Operating Budget of the National Power Corporation.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or IB by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

SECTION II – INSTRUCTIONS TO BIDDERS

- 5.2. Foreign ownership exceeding those allowed under the rules may participate when citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines.

The foreign bidder claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos shall submit a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item/product. The said certification shall be validated during the post-qualification of bidders.

- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under ITB Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the BDS, which shall not exceed twenty percent (20%) of the contracted Goods.

- 7.2. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in ITB Clause 5 to the implementing or end-user unit.
- 7.3. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting as indicated in paragraph 6 of the IB.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the IB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section VIII (NPCSF-GOODS-01 - Checklist of Technical and Financial Documents).
- 10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within Five (5) Years prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.4. The Statement of the bidder's Single Largest Completed Contract (SLCC) (NPCSF-GOODS-03) and List of all Ongoing Government & Private Contracts Including Contracts Awarded but not yet Started (NPCSF-GOODS-02) shall comply with the documentary requirements specified in the BDS.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in Section VIII (NPCSF-GOODS-01 - Checklist of Technical and Financial Documents).
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the IB shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:

SECTION II – INSTRUCTIONS TO BIDDERS

- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

13. Bid and Payment Currencies

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid for **One Hundred Twenty (120) calendar days** from the date of opening of bids. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must

SECTION II – INSTRUCTIONS TO BIDDERS

be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "passed," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB Clause 14** shall be submitted for each lot or item separately.

19.3. The descriptions of the lots or items shall be indicated in **Section VI (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded to one (1) Bidder in one complete contract.

19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or

SECTION II – INSTRUCTIONS TO BIDDERS

items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

SECTION III

BID DATA SHEET

SECTION III - BID DATA SHEET

ITB Clause	
5.3	<p>For this purpose, similar contracts shall refer to maintenance service of Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System or Maintenance Service or installation of Air Conditioning Systems with Multi Indoor-Ceiling Mounted Fan Coil Units (FCU) Air Conditioning.</p> <p>The Single Largest Completed Contract (SLCC) as declared by the bidder shall be verified and validated to ascertain such completed contract. Hence, bidders must ensure access to sites of such projects/equipment to NPC representatives for verification and validation purposes during post-qualification process.</p> <p>It shall be a ground for disqualification, if verification and validation cannot be conducted for reasons attributable to the Bidder.</p>
7.1	<p>Subcontracting may be allowed on transport, local/non-skilled labor under the supervision of the Bidder. The Bidder shall not be relieved from any liability or obligation that may arise from the performance of the Subcontractor.</p>
10.4	<p>The list of on-going contracts (Form No. NPCSF-GOODS-02) shall be supported by the following documents for each on-going contract to be submitted during Post-Qualification:</p> <ol style="list-style-type: none"> 1. Contract/Purchase Order and/or Notice of Award 2. Certification coming from the project owner/client that the performance is satisfactory as of the bidding date <p>The bidder shall declare in this form all his on-going government and private contracts including contracts where the bidder (either as individual or as a Joint Venture) is a partner in a Joint Venture agreement other than his current joint venture where he is a partner. Non declaration will be a ground for disqualification of bid.</p> <p>The Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid (Form No. NPCSF-GOODS-03) shall be supported by the following documents to be submitted during Bid Opening:</p> <ol style="list-style-type: none"> 1. Contract/Purchase Order 2. Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R); or Sales Invoice <p>The prospective bidders shall declare its Joint Venture partner during the purchase of bid/tender documents. Any single bidder/s who already procured/secured the bidding documents but want to avail the Joint Venture Agreement (JVA) shall inform the BAC in writing prior to the bid opening for records and documentation purposes. Failure to do so shall be a ground for disqualification/non-acceptance of its bid.</p>



<p>10.5</p>	<p>Bidders shall also submit the following requirements in their first envelope, Eligibility and Technical Component of their bid:</p> <ol style="list-style-type: none"> 1. Data and Information to be submitted with the Proposal as specified in Clause TS-4.0(a) of Section VI - Technical Specifications; <p>Manufacturer's brochures, manuals and other supporting documents (if required) of equipment, materials, hardware and tools proposed by the bidders must comply with the technical specifications of such equipment, materials, hardware and tools. It shall be a ground for disqualification if the submitted brochures, manuals and other supporting documents are determined not complying with the specifications during technical evaluation and post-qualification process.</p> <p>Equipment, materials, hardware and tools proposed by the winning bidder to be supplied, which were evaluated to be complying with the technical specifications, shall not be replaced and must be the same items to be delivered/installed/used during the contract implementation. Any proposed changes/replacement of said items may be allowed on meritorious reasons subject to validation and prior approval by NPC.</p> <ol style="list-style-type: none"> 2. Complete eligibility documents of the proposed sub-contractor, if any
<p>12</p>	<p>The price of the Goods shall be quoted DDP Project Site or the applicable International Commercial Terms (INCOTERMS) for this Project.</p>
<p>14.1</p>	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> a) The amount of not less two percent (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b) The amount of not less than five percent (5%) of ABC, if bid security is in Surety Bond.
<p>19.3</p>	<p>The Goods are grouped together in one (1) lot and will be awarded to one (1) Bidder in one complete contract.</p> <p>Partial bid is not allowed. The Goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</p> <p>The Bidders bid offer must be within the ABC of the lot.</p> <p>Bid offers that exceed the ABC of the lot or with incomplete price, shall be rejected.</p>
<p>19.5</p>	<p>If the Bidder opted to submit a Committed Line of Credit (CLC), the bidder must submit a granted credit line valid/effective at the date of bidding.</p>



SECTION III – BID DATA SHEET

<p>20.1</p>	<p>Additional documents to be submitted during Post-Qualification:</p> <ul style="list-style-type: none"> a. Contract/Purchase Order and/or Notice of Award for the contracts stated in the List of all Ongoing Government & Private Contracts Including Contracts Awarded but not yet Started (NPCSF-GOODS-02); b. Certification coming from the project owner/client that the performance is satisfactory as of the bidding date for all ongoing contracts stated in Form NPCSF-GOODS-02; c. Documents to be submitted during post-qualification process as specified in TS-4.0(b) of Section VI-Technical Specifications, if any
<p>20.2</p>	<p>The licenses and permits relevant to the Project and the corresponding law requiring it as specified in the Technical Specifications, if any.</p>
<p>21.2</p>	<p>Notice to Proceed.</p>



SECTION IV

GENERAL CONDITIONS OF CONTRACT

SECTION IV – GENERAL CONDITIONS OF CONTRACT

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SECTION IV – GENERAL CONDITIONS OF CONTRACT

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

- 3.1. Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.
- 3.2. The performance bond to be posted by the Contractor must also comply with additional requirements specified in the **SCC**.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VI (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be

SECTION IV – GENERAL CONDITIONS OF CONTRACT

conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

SECTION V

SPECIAL CONDITIONS OF CONTRACT

SECTION IV – SPECIAL CONDITIONS OF CONTRACT

GCC Clause	
1	<p>The Service Provider shall perform the required services specified in Section VI – Technical Specifications upon commencement of the Contract.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <ul style="list-style-type: none"> (a) such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and (b) in the event of termination of production of the spare parts: <ul style="list-style-type: none"> i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts required are listed in the Technical Specifications and the cost thereof are included in the Contract Price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods for the period specified in the Technical Specifications.</p> <p>Other spare parts and components shall be supplied as promptly as possible, but in any case within three (3) months of placing the order.</p> <p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the GOODS' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p>



SECTION V – SPECIAL CONDITIONS OF CONTRACT

	<p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <ul style="list-style-type: none"> Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications <p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Insurance –</p> <p>The Goods supplied under this Contract shall be fully insured by the Supplier in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. The Goods remain at the risk and title of the Supplier until their final acceptance by the Procuring Entity.</p> <p>Transportation –</p> <p>The Supplier is required under Contract to deliver the Goods DDP to the project site. Transport of the Goods to the port of destination in the Philippines, including insurance and storage, as specified in this Contract, shall be arranged and paid for by the Supplier, and the related cost thereof shall be included in the Contract Price.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit. Risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance by the Procuring Entity at the final destination.</p> <p>Patent Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
<p>2.2</p>	<p>Terms of Payment is specified in Clause TS-6.0 of Section VI – Technical Specifications</p>
<p>3.2</p>	<p>1. The following must be indicated in the performance bond to be posted by the Contractor:</p> <ul style="list-style-type: none"> i. Company Name ii. Correct amount of the Bond iii. Contract/Purchase Order Reference Number



SECTION V – SPECIAL CONDITIONS OF CONTRACT

	<p>iv. Purpose of the Bond: "To guarantee the faithful performance of the Principal's obligation to undertake <u>(Contract/Purchase Order Description)</u> in accordance with the terms and conditions of <u>(Contract No. & Schedule/Purchase Order No.)</u> entered into by the parties."</p> <p>2. The bond shall remain valid and effective until the duration of the contract <u>(should be specific date reckoned from the contract effectivity)</u> plus sixty (60) days after NPC's acceptance of the last delivery/final acceptance of the project.</p> <p>3. In case of surety bond, any extension of the contract duration or delivery period granted to the CONTRACTOR shall be considered as given, and any modification of the contract shall be considered as authorized, as if with the expressed consent of the surety, provided that such extension or modifications falls within the effective period of the said surety bond. However, in the event that the extension of the contract duration or delivery schedule would be beyond the effective period of the surety bond first posted, it shall be the sole obligation of the CONTRACTOR to post an acceptable Performance Security within ten (10) calendar days after the contract duration/delivery period extension has been granted by NPC.</p> <p>4. Other required conditions in addition to the standard policy terms issued by the Bonding Company:</p> <ul style="list-style-type: none"> i. The bond is a penal bond, callable on demand and the entire amount thereof shall be forfeited in favor of the Obligee upon default of the Principal without the need to prove or to show grounds or reasons for demand for the sum specified therein; ii. The amount claimed by the Obligee under this bond shall be paid in full and shall never be subject to any adjustment by the Surety; iii. In case of claim, the Surety shall pay such claim within sixty (60) days from receipt by the Surety of the Obligee's notice of claim/demand letter notwithstanding any objection thereto by the Principal.
<p>4</p>	<p>The inspections and tests that will be conducted are specified in the Technical Specifications.</p>

SECTION VI

TECHNICAL SPECIFICATIONS

SECTION VI TECHNICAL SPECIFICATIONS

PART I – TECHNICAL SPECIFICATIONS

Section VI - Technical Specifications

PART I - TECHNICAL SPECIFICATIONS

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PART I - TECHNICAL SPECIFICATIONS

TS-1.0 GENERAL

This specification covers the technical requirements for the provision of manpower, equipment, tools, consumable materials, and other incidentals for the **two (2)-year maintenance service of LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System in NPC Head Office Main Building, Dillman, Quezon City.**

During the two (2)-year contract period, the Contractor shall engage properly trained and experienced personnel that shall properly maintain the VRF air-conditioning system in accordance with the provisions as specified in Clause TS-2.0 Scope of Work.

Prospective bidders should conduct actual site inspection of the existing Air-Conditioning System at the NPC head Office Building that will be maintained to appreciate the total works to be undertaken.

All maintenance activities shall be properly coordinated with NPC's Transportation and Facilities Management Division (TFMD). Maintenance activities shall be performed in accordance with LG's instructions and accepted industry practice.

Utmost care shall be strictly observed by the Contractor during maintenance works to avoid damage of any kind to existing structure, equipment and installations. The Contractor shall provide all necessary materials to protect all NPC properties from damage and dirt during maintenance activities.

In the event that any such damage, breakage, or losses occur due to the carelessness, negligence or fault of the Contractor; the Contractor shall repair, replace, or otherwise make good all damaged items at his own expense and to the satisfaction of NPC.

TS-2.0 SCOPE OF WORK

The scope of work shall cover the furnishing of manpower, equipment, tools, consumable materials and other incidentals required for the two (2)-year maintenance service of NPC's LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System in accordance with the specification contained in this section.

The Contractor shall have the necessary LG Multi-V (LGMV) computerized operation monitoring system including laptop computer and other measuring instruments needed for equipment data gathering and status monitoring. LGMV monitoring must be witnessed and the report signed by NPC authorized representative.

All consumable items to be used during maintenance and repair works such as rags, lubricants, soap/detergent, coil cleaner, and other cleaning materials shall be provided by the Contractor.

Air-con technician/s and air-con maintenance aide/s must be highly trained and qualified to perform monitoring, maintenance, and repair works for LG Multi-V VRF Air-Conditioning System. For this purpose, air-con technicians to be assigned by the Contractor must possess and submit to NPC a Maintenance Training Certificate issued by LG.

The maintenance works and services to be performed by the Contractor under this contract shall essentially consist of but not limited to the following:

A. Monitoring

- a.1 Monitoring activities shall be performed by the Contractor from **Mondays to Fridays, 8:00 AM to 5:00 PM.**
- a.2 The Contractor shall assign at least **one (1) air-con technician and one (1) air-con maintenance aide** to perform the following activities:
 - Once a day monitoring and recording of the operating data/parameters of the VRF air-conditioning system. Operating data to be monitored and recorded shall consist but not limited to:
 - Power supply voltage, current, frequency and power
 - Refrigerant pressure and temperature
 - Room/office temperature
 - System cooling performance
 - Observe and check Fan Coil Units (Indoor Units) and Condensing Units (Outdoor Units) for any abnormalities and malfunctions including unusual noise and vibration;
 - Submit to NPC-TFMD its accomplished log sheets/checklists/report. The data on the log sheets/checklists shall be analyzed by the air-con technician. Any abnormalities shall be reported immediately to NPC-TFMD. Recommendations for preventive or corrective actions must be included in the report.

Note: To avoid interruption in the operation a reliever shall be required in the absence of the assigned AC Technicians.

B. Preventive Maintenance

- b.1 Preventive Maintenance activities shall be performed by the Contractor **every Friday evening until Saturday morning (Start at 6:00 PM to 4:00 AM)**
- b.2 The Contractor shall assign at least **two (2) air-con technicians and five (5) air-con maintenance aides** to perform the following activities:

Bimonthly Basis**I. Fan Coil Units (Indoor Units)**

- Cleaning of air filters, cover grilles, air passage and outlet vanes of one hundred fifty eight (158 units) of Fan Coil Units (Indoor Units) as per approved maintenance schedule;
- Preparation and submission of Preventive Maintenance Report complete with accomplished maintenance checklists.

Quarterly Basis**I. Condensing Units (Outdoor Units)**

- Pressure washer-cleaning of condenser coils, fans, fins and casings of sixteen (16) of Condensing Units (Outdoor Units) as per approved maintenance schedule;
- Checking and adjustment of electrical controls and safety cut-out points;
- Checking, cleaning and tightening of termination controls;
- Greasing and lubricating of condenser fan motors;
- Preparation and submission of Preventive Maintenance Report complete with accomplished maintenance checklists.

II. Fan Coil Units (Indoor Units)

- Pressure washer-cleaning of evaporator coils, fins, fan/blower blades, drain pans and casings of one hundred fifty eight (158) Fan Coil Units (Indoor Units) as per approved maintenance schedule;
- Checking and adjustment of electrical controls and safety cut-out points;
- Checking, cleaning and tightening of termination controls;
- Greasing and lubricating of condenser fan motors;
- Flushing of condensate drain lines;
- Preparation and submission of Preventive Maintenance Report complete with accomplished maintenance checklists.

Note: All accomplished log sheets/checklists/reports shall be submitted to NPC-TFMD within 2 weeks after the scheduled preventive maintenance activities.

C. Post-Preventive Maintenance Activities (Quarterly Basis)

- c.1 Test start-up and operation after the conduct of quarterly maintenance activities:
- Check and record the operating data and parameters of all Outdoor Units and Indoor Units using LG Multi-V (LGMV) computerized operation monitoring system including but not limited to the following:
 - ✓ Operating voltages and currents
 - ✓ Operating pressures and temperatures

✓ Refrigerant pressure and temperature

- Check for any refrigerant leak
- Check for any abnormal vibration and sound of equipment

- c.2 Check and recommend for any deterioration of painting or insulation which requires replacement;
- c.3 Cleaning-up of affected areas after maintenance activities;
- c.4 Preparation and submission of Preventive Maintenance Report complete with accomplished maintenance checklists.

Note: All accomplished log sheets/checklists/reports shall be submitted to NPC-TFMD within 2 weeks after the scheduled post-preventive maintenance activities.

D. Other Maintenance Activities

The Contractor shall perform the following services without any additional fee:

- d.1 Installation of minor parts and accessories not requiring extensive dismantling of equipment;
- d.2 Study and recommend any future improvement of the VRF air-conditioning system.

Notes:

1. *In the event that any such damage, breakage, or losses occur during maintenance activities due to the carelessness, negligence or fault of the Contractor; the Contractor shall repair, replace, or otherwise make good all damaged items at his own expense and to the satisfaction of NPC.*
2. *No repairs, replacement of parts or permanent improvements shall be done by the Contractor without the written approval of NPC. Expenses incurred in unauthorized repair or improvements shall be borne by the Contractor and shall be subject to the imposition of applicable sanctions and penalties by NPC.*

E. Repair Works

Should the air-conditioning equipment require repair works during the 2-year maintenance period and in order to avoid disruption of the operation of the air-conditioning system, the Contractor shall undertake said repair works as the need arises or at a pre-arranged schedule depending on the necessity or urgency of the need. These works include all kinds of repair works (major repair works, ANNEX A) which will require dismantling or replacement of parts, repair of leaks or those that will need evacuation and recharging of refrigerant; and installation/replacement of minor parts and accessories (ANNEX B) not requiring extensive dismantling of equipment.

The contractor shall deliver an advance spare parts and supplies materials in the attached list (ANNEX D). The period of delivery of the advance spare parts and supplies/materials shall be within 30 days upon implementation of the contract. The contractor is allowed to use these spare parts in emergency

cases. However, the Contractor shall replace the same parts that they used within seven (7) working days. This is only to prevent the long time stoppage of operation of some units that was affected.

However, no repair works shall be done by the Contractor without the written approval of NPC. The Contractor shall submit to NPC details of the repair works indicating the scope of repair works, supplies and materials needed, parts to be replaced, and duration of repair activities. NPC has the option to require the Contractor to undertake the repair works during the Contractor's non-working time if necessary depending on the urgency or need. The Contractor may proceed only with the repair works after receipt of written approval from NPC. Only supplies/materials and parts used in the repair works will be paid by NPC, labor and consumable materials indicated under TS-2.0, SCOPE OF WORKS, are already considered/covered under the labor cost of the preventive maintenance.

All supplies/materials and parts that will be used for the repair works shall be supplied by the Contractor. These supplies/materials and parts are listed in the attached List of Supplies/Materials and Parts (ANNEX C). Cost of said supplies/materials and parts shall be included in the contract to be bid. All bid prices of the mentioned supplies/materials and parts are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its revised IRR.

In case there are supplies/materials and parts which are needed in the approved repair work to be done but are not included in items A, B, and C of ANNEX C, the total amount of said supplies/materials and parts should not exceed ten percent (10%) of the total Bid Price for Items A, B, and C of ANNEX C. Price of supplies/materials and parts which are not listed in Items A to C shall be mutually agreed upon by NPC and the Contractor after a canvass from three (3) reputable sources during contract implementation. All needed supplies/materials and parts intended for every approved repair works should be delivered by the Contractor within the contract period upon the request of NPC. Payment for the repair works shall be billed separately.

All expenses for the supplies/materials and parts incurred in all the repair works during the contract period should be charged to Job Order – Operation and Maintenance of LG Multi-V A/C Systems under Transportation and Facilities Management Division, Cost Center No. 2602010.

All repair works shall be done in accordance with the requirements of the manufacturer and accepted industry practice. Only qualified LG-trained technicians shall undertake the repair works.

All repair works to be undertaken must be witnessed by NPC's authorized representative/s. Repair works shall be guaranteed by the Contractor for at least one (1) year after NPC's acceptance.

The Contractor shall submit a written report of all the repair works done which must be confirmed and signed by NPC's authorized representative/s.

Payment of such repair works to the Contractor shall be made by NPC through a separate billing from the regular/monthly maintenance services. The Contractor shall be paid by NPC within sixty (60) calendar days after the Contractor's submission of invoice, service reports, certificate of acceptance and other supporting documents required by NPC.

TS-3.0 CONTRACT PERIOD AND LOCATION

The contract period shall be **two (2) years** reckoned from receipt of the Notice to Proceed.

Maintenance services shall be performed by the Contractor for NPC's Variable Refrigerant Flow (VRF) Air-Conditioning System in NPC Head Office Main Building in Diliman, Quezon City.

TS-4.0 DOCUMENTS TO BE SUBMITTED

a) To be submitted with the bid/proposal for evaluation:

- a.1 Contractor's Scope of Work (minimum scope as stated in Clause TS-2.0, Scope of Work of this Technical Specifications)
- a.2 Proposed Maintenance Schedule (Monthly and Quarterly)
- a.3 VRF Maintenance Training Certificate issued by LG Electronics for Contractor's proposed air-con technician, **OR**

Certification from LG Electronics that the Bidder/Contractor is a certified/authorized Maintenance Service Provider of LG Electronics, **OR**

Certification issued by an Authorized Service Dealer and Installer of LG Electronics that the Bidder/Contractor is a Certified Maintenance Service Provider of LG Air-Conditioning Units

- a.4 **Certificate of Site Inspection** signed by the Manager-TFMD or his authorized representative to be submitted with the bid proposal (in the 1st Envelope of the Technical Proposal) during the bid opening
- a.5 Proposed Maintenance Procedure for cleaning

b) To be submitted during contract implementation:

- b.1 Monthly and Quarterly Maintenance Reports
- b.2 Maintenance Checklists/Logsheets (Daily, Monthly and Quarterly)
- b.3 Maintenance Schedule (Monthly and Quarterly)

All documents in Clause TS-4.0 item b shall be submitted to the Manager - TFMD for evaluation and/or reference.

TS-5.0 GUARANTEE

The Supplier shall guarantee the replacement of the supplied components/parts at his own expense against defect in design, workmanship and materials for a period of one (1) year after acceptance by NPC.

The Supplier shall submit a Warranty Certificate (at least 1 year) effective from the date of acceptance by NPC.

TS-6.0 MISCELLANEOUS**1. Payment**

Payment for the services to be provided by the Contractor to NPC for the two-year contract shall be made on monthly equal payments. Payment shall be within sixty (60) days upon NPC's certification of satisfactory performance and Contractor's submission of monthly invoice, service reports and other supporting documents required by NPC.

Billings for the repair works and/or replacement parts provided by the Contractor shall be made separately and shall be in accordance with Clause TS-2.0 SCOPE OF WORK, Item E contained in this Technical Specifications.

2. Reference Drawings and Annexes

Attached are the Equipment Schedules of NPC's VRF Air-Conditioning System for reference purposes:

- a. Drawing M-1A, Equipment Schedule
- b. Drawing M-1B, Equipment Schedule
- c. Annex A – List of Major Repair Works
- d. Annex B – List of Parts/Accessories not Requiring Extensive Dismantling of Equipment
- e. Annex C – List of Supplies/Materials and Parts of LG Multi-V III VRF A/C Systems Intended for Repair Works to be Included in the Contract to be Bid
- f. Annex D – List of Spare Parts, Supplies and Materials that require and advance delivery

EQUIPMENT SCHEDULE - INDOOR UNITS

GROUND FLOOR

ITEM NO.	QUANTITY	TYPE	COOLING CAPACITY (MINIMUM)		DRIVE	ELECTRICAL DATA			MOTOR OUTPUT & NUMBER		NET WEIGHT (KG)	REMARKS
			KW	TR		VOLTS	PHASE	HERTZ	WATTS	HP		
FCU-1	8	CEILING CASSETTE - 4 WAY	2.8	0.80	DIRECT	220	1	60	43x1	14.2	THE UNIT IS ON INSTALLATION IN AT MANUFACTURER STANDARD EACH SYSTEM IS OPERATIONAL "1.5 BRANP"	
FCU-2	2	CEILING CASSETTE - 4 WAY	4.5	1.28	DIRECT	220	1	60	43x1	15.5		
FCU-3	3	CEILING CASSETTE - 2 WAY	5.6	1.58	DIRECT	220	1	60	20x2	22.0		
FCU-4	1	CEILING CASSETTE - 2 WAY	7.1	2.02	DIRECT	220	1	60	20x2	22.5		
FCU-5	2	CEILING CASSETTE - 4 WAY	7.1	2.02	DIRECT	220	1	60	30x1	25.8		
FCU-6	3	CEILING SUSPENDED	10.8	3.0	DIRECT	220	1	60	43.1x2	35.0		
FCU-7	3	CEILING CASSETTE - 4 WAY	10.8	3.0	DIRECT	220	1	60	130x1	23.5		
FCU-8	10	CEILING CASSETTE - 4 WAY	12.3	3.50	DIRECT	220	1	60	130x1	25.8		
FCU-9	2	CEILING SUSPENDED	14.1	4.0	DIRECT	220	1	60	81x2	45.0		
FCU-10	2	CEILING CASSETTE - 4 WAY	14.1	4.0	DIRECT	220	1	60	130x1	25.8		
FCU-11	0	CEILING SUSPENDED	14.1	4.0	DIRECT	220	1	60	81x2	45.0		
TOTAL	38											

SECOND FLOOR

ITEM NO.	QUANTITY	TYPE	COOLING CAPACITY (MINIMUM)		DRIVE	ELECTRICAL DATA			MOTOR OUTPUT & NUMBER		NET WEIGHT (KG)	REMARKS
			KW	TR		VOLTS	PHASE	HERTZ	WATTS	HP		
FCU-1	10	CEILING CASSETTE - 4 WAY	2.8	0.80	DIRECT	220	1	60	43x1	14.2	THE UNIT IS ON INSTALLATION IN AT MANUFACTURER STANDARD EACH SYSTEM IS OPERATIONAL "1.5 BRANP"	
FCU-2	2	CEILING CASSETTE - 4 WAY	4.5	1.28	DIRECT	220	1	60	43x1	15.5		
FCU-3	12	CEILING CASSETTE - 2 WAY	5.6	1.58	DIRECT	220	1	60	20x2	22.0		
FCU-4	0	CEILING CASSETTE - 2 WAY	7.1	2.02	DIRECT	220	1	60	20x2	22.5		
FCU-5	4	CEILING CASSETTE - 4 WAY ON ROUND FLOW	7.1	2.02	DIRECT	220	1	60	30x1	25.8		
FCU-6	0	CEILING SUSPENDED	10.8	3.0	DIRECT	220	1	60	43.1x2	35.0		
FCU-7	3	CEILING CASSETTE - 4 WAY ON ROUND FLOW	10.8	3.0	DIRECT	220	1	60	130x1	23.5		
FCU-8	5	CEILING CASSETTE - 4 WAY ON ROUND FLOW	12.3	3.50	DIRECT	220	1	60	130x1	25.8		
FCU-9	0	CEILING SUSPENDED	14.1	4.0	DIRECT	220	1	60	81x2	45.0		
FCU-10	12	CEILING CASSETTE - 4 WAY ON ROUND FLOW	14.1	4.0	DIRECT	220	1	60	130x1	25.8		
FCU-11	2	CEILING SUSPENDED	14.1	4.0	DIRECT	220	1	60	81x2	45.0		
TOTAL	57											

GENERAL NOTES:

- ALL AIR CONDITIONING AND VENTILATING UNITS ARE SUPPLIED ARE OF APPROVED PRODUCT OF REPUTABLE MANUFACTURERS "1.5 BRANP"
- REFRIGERANT PIPING ARE COPPER PIPE TYPE "L", HARD BRAIN (INCLUDING FITTINGS).
- HANGERS & SUPPORTS MUST BE ON STANDARD SIZES & SPACING PER BRANSA STANDARDS AND MUST BE PAINTED WITH GUST PROTECTIVE PAINT.
- REFRIGERANT PIPING ARE INSULATED BY 10MM THICK (ANFOLEX/ANIPLEX) RUBBER INSULATION & POLYETHYLENE TAPE AFTER INSTALLATION.
- PROVIDE PVC DRAIN LINE W/ 1/2" DIA. DRAIN ARE INSULATED WITH 10MM THICK RUBBER INSULATION (ANFOLEX/ANIPLEX).
- ALL INSTALLATION WORKS ARE DONE IN A HEAT AND VIBRATION FREE MANNER.
- COORDINATE TO THE OTHER TRADE THE LOCATION OF CONDENSING UNIT & CONDENSATE DRAIN LINE TAPPING POINT.
- COPY OF APPROVED CONSTRUCTION PLAN ARE ALWAYS AVAILABLE ON SITE DURING THE COURSE OF THE PROJECT.
- ALL WORKS PRIOR AND DURING ITS COMMENCEMENT ARE PROPERLY AND REGULARLY COORDINATED WITH BUILDING ADMIN.

LEGENDS & SYMBOLS:

	EQUIPMENT DESIGNATION EQUIPMENT DESIGNATION NUMBER		AIR COOLED CONDENSING UNIT
	DRAWING NUMBER REFERENCE		4-WAY CEILING CASSETTE
	SCOPE SHEET		2-WAY CEILING CASSETTE
TC	CEILING CASSETTE		CEILING SUSPENDED
DA(L)	DRY AIR COOLED CONDENSING UNIT		REFRIGERANT PIPE
ACU	AIR COOLED CONDENSING UNIT		REFRIGERANT PIPE V-BRANCH
TR	TONG		
HP	HORSEPOWER		
KCAL/HR	KILOCALORIES PER HOUR		
KG	KILOGRAM		
MM	MILLIMETER		
CM/HR	DRY BULB/NET BULB		
MM	MILLIMETER		
Pa	PASCAL		
CM. H.	CELSIUS METERS		
TSP	TOTAL STATIC PRESSURE		
V/PH/Hz	VOLT/PHASE/HERTZ		
Y	VERTICALITY		



NATIONAL POWER CORPORATION
ALFAR ROAD, DELMAN, QUEZON CITY

AS BUILT

REPLACEMENT OF AIR CONDITIONING SYSTEMS FOR NPC HEAD OFFICE BUILDING

SUBMITTER	N.P.C. ENGINEER	DATE	
DESIGNED/DRAWN BY	J.A. TAPPE, JR.	DATE	
APPROVED	N.P.C. ENGINEER	DATE	

FILE: EQUIPMENT SCHEDULE SHEET NO. **M-1A**

EQUIPMENT SCHEDULE - INDOOR UNITS

SECOND FLOOR

ITEM TAG NO.	QUANTITY	TYPE	COOLING CAPACITY (kW)		DRIVE	ELECTRICAL DATA			MOTOR OUTPUT (KW)	NET WEIGHT (KG)	REMARKS
			REF	TR		VOLTS	PHASE	HERTZ			
FCU-1	15	CEILING CASSETTE - 4 WAY	2.8	0.80	DIRECT	220	1	60	43x1	14.2	THE UNIT IS OK. INSTALLATION IS AT MANUFACTURER'S STANDARD. EACH SYSTEM IS OPERATIONAL. 'LS BRAND'
FCU-2	7	CEILING CASSETTE - 4 WAY	4.5	1.28	DIRECT	220	1	60	43x1	15.5	
FCU-3	1	CEILING CASSETTE - 2 WAY	5.8	1.58	DIRECT	220	1	60	29x2	22.0	
FCU-4	0	CEILING CASSETTE - 2 WAY	7.1	2.02	DIRECT	220	1	60	29x2	22.5	
FCU-5	1	CEILING CASSETTE - 4 WAY ON ROUND FLOW	7.1	2.02	DIRECT	220	1	60	30x1	20.8	
FCU-6	8	CEILING SUSPENDED	10.8	3.0	DIRECT	220	1	60	43.1x2	36.0	
FCU-7	5	CEILING CASSETTE - 4 WAY ON ROUND FLOW	10.8	3.0	DIRECT	220	1	60	125x1	23.5	
FCU-8	5	CEILING CASSETTE - 4 WAY ON ROUND FLOW	12.3	3.50	DIRECT	220	1	60	125x1	25.8	
FCU-9	8	CEILING SUSPENDED	14.1	4.0	DIRECT	220	1	60	81x2	45.0	
FCU-10	31	CEILING CASSETTE - 4 WAY ON ROUND FLOW	14.1	4.0	DIRECT	220	1	60	125x1	25.8	
FCU-11	0	CEILING SUSPENDED	14.1	4.0	DIRECT	220	1	60	81x2	45.0	
TOTAL	85										

GENERAL NOTES:

- ALL AIR CONDITIONING AND VENTILATION UNITS ARE SUPPLIED AND OF APPROVED PRODUCT OF REPUTABLE MANUFACTURERS 'LS BRAND'
- REFRIGERANT PIPING ARE COPPER PIPE TYPE 'L', HARD DRAIN (INCLUDING FITTINGS)
- HANGERS & SUPPORTS MUST BE ON STANDARD SIZES & SPACING PER SMASHA STANDARDS AND MUST BE PAINTED WITH RUST PROTECTIVE PAINT.
- REFRIGERANT PIPING ARE INSULATED BY 15MM THICK (ADROPLEX/WRAPALOX) RUBBER INSULATION & POLYETHYLENE TAPE AFTER INSULATION.
- PROVIDE PVC DRAIN LINE W/ P-TRAP. DRAIN ARE INSULATED WITH 12MM THICK RUBBER INSULATION (ADROPLEX/WRAPALOX).
- ALL INSTALLATION WORKS ARE DONE IN A NEAT AND WORKMANSHIP MANNER.
- COORDINATE TO THE OTHER TRADE THE LOCATION OF CONDENSING UNIT & CONDENSATE DRAIN LINE TAPPING POINT.
- COPY OF APPROVED CONSTRUCTION PLAN ARE ALWAYS AVAILABLE ON SITE DURING THE COURSE OF THE PROJECT.
- ALL WORKS PRIOR AND DURING ITS COMMENCEMENT ARE PROPERLY AND REGULARLY COORDINATED WITH BUILDING ADMIN.

EQUIPMENT SCHEDULE - OUTDOOR UNITS

ROOFDECK

ITEM TAG NO.	QUANTITY	COOLING CAPACITY (kW)		LOCATION/AREA SERVED	DRIVE	ELECTRICAL DATA			MOTOR OUTPUT (KW)	NET WEIGHT (KG)	REMARKS
		REF	TR			VOLTS	PHASE	HERTZ			
OU-1-1	1	38.4	14.33	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	18.24	319	THE UNIT IS OK. INSTALLATION IS AT MANUFACTURER'S STANDARD. EACH SYSTEM IS OPERATIONAL. 'LS BRAND'
OU-1-2	1	38.4	14.33	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	18.24	319	
OU-2-1	1	61.8	17.32	ROOF DECK / GROUND FLOOR	DIRECT	400	3	60	18.726	450	
OU-2-2	1	58.8	15.83	ROOF DECK / GROUND FLOOR	DIRECT	400	3	60	18.24	315	
OU-2-3	1	58.8	15.83	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	18.24	315	
OU-2-4	1	58.8	15.83	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	18.24	315	
OU-2-5	1	58.8	15.83	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	18.24	315	
OU-3-1	1	81.8	17.32	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	16.726	420	
OU-4-1	1	98.8	25.48	ROOF DECK / GROUND FLOOR	DIRECT	400	3	60	27.888	690	
OU-4-2	1	98.8	25.48	ROOF DECK / GROUND FLOOR	DIRECT	400	3	60	27.888	690	
OU-5-1	1	108.6	30.25	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	32.400	820	
OU-6-1	1	128.8	38.83	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	37.824	960	
OU-7-1	1	134.6	38.23	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	37.824	960	
OU-7-2	1	134.6	38.23	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	37.824	960	
OU-7-3	1	134.6	38.23	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	37.824	960	
OU-7-4	1	134.6	38.23	ROOF DECK / 2ND FLOOR	DIRECT	400	3	60	37.824	960	
TOTAL	16										

LEGENDS & SYMBOLS:

- EQUIPMENT DESIGNATION
- EQUIPMENT DESIGNATION NUMBER
- DRAWING NUMBER REFERENCE
- SCOPE SHEET
- AIR COOLED CONDENSING UNIT
- 4-WAY CEILING CASSETTE
- 2-WAY CEILING CASSETTE
- CEILING SUSPENDED
- REFRIGERANT PIPE
- REFRIGERANT PIPE Y-BRANCH
- DESIRED CEILING DIAMETER
- AIR COOLED CONDENSING UNIT FAN COIL UNIT
- TONS
- HORSEPOWER
- KILOCALORIES PER HOUR
- KILOGRAM
- KILOWATT
- DRY BULB/WET BULB
- MILLIMETER
- PASCAL
- SQUARE METER
- TOTAL STATIC PRESSURE
- VOLT/PHASE/HERTZ
- THERMOSTAT

NATIONAL POWER CORPORATION AG-101 ROAD, CALAMBA, QUEZON CITY	
AS BUILT	
REPLACEMENT OF AIR CONDITIONING SYSTEM FOR SPC HEAD OFFICE BUILDING	
DATE: _____	BY: _____
APPROVED BY: _____	DATE: _____
APPROVED BY: _____	DATE: _____
FILE NO. _____	REVISED NO. _____
EQUIPMENT SCHEDULE	
REVISED NO. M-1B	

LIST OF MAJOR REPAIR WORKS

1. **Replacement compressor**
 - Evacuation of refrigerant of A/C system
 - Dismantling of defective compressor and installation of new compressor
 - Flushing, leak testing/vacuuming and charging the system with refrigerant
 - Test run, observation, recharging with refrigerant if needed and adjustment settings
 - Commissioning

2. **Repair of leak/s (cracked/damaged copper tube) of evaporator coil that require dismantling/disassembly**
 - Evacuation of remaining refrigerant of the A/C system
 - Leak test the evaporator coil to locate the leak/s
 - Dismantling/disassembly of evaporator coil
 - Repair of the leak/s and leak/s retesting
 - Reinstallation of the evaporator coil, vacuuming and charging the system with refrigerant
 - Test run, observation, recharging with refrigerant if needed and adjustment of settings
 - Commissioning

3. **Replacement of evaporator coil**
 - Evacuation of remaining refrigerant of the A/C system
 - Dismantling/disassembly of the defective evaporator coil
 - Installation of new evaporator coil
 - Leak testing/vacuuming and charging the system with refrigerant
 - Test run, observation, recharging with refrigerant if needed and adjustment of settings
 - Commissioning

4. **Replacement of drain pump of the Fan Coil Unit (FCU)**
 - Dismantling of the top and side cover of the FCU
 - Dismantling of the cover of the drain pump
 - Dismounting and electrical disconnection of the defective drain pump
 - Cleaning of the drain pan
 - Installation of the new drain pump
 - Test run, observation, if needed make necessary adjustment/settings

- Commissioning
5. Replacement of fan motor of Fan Coil Unit (FCU)
- Removal of the filter grille and air filter
 - Dismantling of the turbo fan blade
 - Disconnection of electrical wiring of fan motor and capacitor
 - Dismounting of the defective fan motor
 - Installation of the new fan motor and capacitor, reconnect electrical wirings
 - Reinstall all the dismantled parts and covers
 - Test run, observation and make necessary corrections/adjustments when needed
6. Repair of leak/s (cracked/damaged copper tube) of main refrigerant lines from Outdoor Units to Indoor Units
- Evacuation of the remaining refrigerant from the A/C system with symptom of undercharged of refrigerant
 - Leak testing of the A/C system using nitrogen gas to locate the leakage
 - Isolation of the main refrigerant pipe line of the A/C system from the bundle of main refrigerant lines
 - Repair of the leaks/s and leak/s retesting of the repaired A/C system
 - Vacuuming and charging the system with refrigerant
 - Test run, observation, recharging with refrigerant if needed and adjustment settings
 - Commissioning

LIST OF PARTS / ACCESSORIES NOT REQUIRING EXTENSIVE DISMANTLING OF EQUIPMENT
PROJECT: Two (2) Years Maintenance Service for LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System of NPC Head Office Main Building (HO-TFM22-089)

No. Part No. Description

I. PARTS AND ACCESSORIES - FAN COIL UNITS (FCU)

WIRED REMOTE CONTROLLER : Model # - PQRCVSLOQW

1	EBR61891004	PCB Assembly, Remocon
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CEILING CASSETTE FRONT PANEL: MODEL# - PT-HLC

1	3530A10281A	Grille, Inlet
2	3531A20308A	Grille, Assembly, Inlet
3	3550A30309A	Cover
4	3720A00039A	Panel,Front
5	4681A20042E	Motor Assembly, DC Stepping
6	468120555A	Motor Assembly, Stepping
7	5231A10017A	Filter Assembly, Air Cleaner
8	S990A20063A	Louver, Horizontal
9	6871A20096N	PCB Assembly Display

CEILING CASSETTE FRONT PANEL: MODEL# - PT-UQC

1	4681A20055B	Motor Assembly, DC, Stepping
2	6600K000001	Switch, Micro
3	6871A200996R	PCB Assembly, Display
4	ADQ36677901	Filter Assembly, Air Cleaner
5	MDX42285201	Grille, Inlet
6	MFH42284501	Louver, Horizontal

CEILING CASSETTE FRONT PANEL: MODEL# - PT-UMC

1	4681A20055A	Motor Assembly, DC, Stepping
2	6600K000001	Switch, Micro
3	6871A20096T	PCB Assembly, Display
4	ADQ32371001	Filter Assembly, Air Cleaner
5	AGL30580803	Panel Assembly, Front (Indoor)
6	MCK32513001	Cover
7	MCK32516901	Cover
8	MCK32517001	Cover
9	MCK36453701	Cover
10	MCV32514701	Door
11	MDX36455901	Grille, Inlet
12	MEA36531701	Guide
13	MEA36531901	Guide
14	MFH36232901	Louver, Horizontal

LIST OF PARTS / ACCESSORIES NOT REQUIRING EXTENSIVE DISMANTLING OF EQUIPMENT
PROJECT: Two (2) Years Maintenance Service for LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System of NPC Head Office Main Building (HD-TFM22-089)

<u>No.</u>	<u>Part No.</u>	<u>Description</u>
II. PARTS		
A. ACU OUTDOOR UNIT		
MULTI - V OUTDOOR UNIT: MODEL# - ARUV120DT3		
1	6871A30042D	PCB Assembly, Sub
2	ABQ73902205	Case Assembly, Control (Outdoor)
3	ADP35622901	Fan Assembly, Propeller
4	EAD43354407	Harness Multi
5	EAD43354422	Harness Multi
6	EAH37374701	Diode, Bridge
7	EAM39080202	Filter, AC Line
8	EAU43080001	Motor Assembly, DC, Outdoor
9	EBF33717201	Switch, Magnet
10	EBG60665404	Thermistor Assembly, NTC
11	EBG60665405	Thermistor Assembly, NTC
12	EBG60665406	Thermistor Assembly, NTC
13	EBG611069C8	Thermistor Assembly, NTC
14	EBG61107102	Thermistor Assembly, NTC
15	EBG61186709	Thermistor Assembly, NTC
16	EBG61207002	Thermistor Assembly, NTC
17	EBG61207011	Thermistor Assembly, NTC
18	EBJ42574005	Transformer, Reactor
19	EBR36932815	PCB Assembly, Inverter
20	EBR39778509	PCB Assembly, Main
21	EBR74701803	PCB Assembly, Main

B. FAN COIL UNIT**B.1. CEILING CASSETTE (FOURWAY) : MODEL NO. ARNU48GTMA2**

1	4681A20172A	Motor Assembly, DC, Indoor
2	6323A10002E	Thermistor, NTC
3	6871A20712A	PCB Assembly, Sub
4	6900AQ9028D	Fuse, Time Delay
5	ABQ36450113	Case Assembly, Control (Indoor)
6	ADP32236101	Fan Assembly, Turbo
7	AHA32883201	Pump Assembly, Water
8	EAU31898201	Motor, DC Indoor
9	EBG58712403	Thermistor, Assembly
10	EBG58713203	Thermistor, Assembly
11	EBR39187715	PCB Assembly, Main
12	EBR57705301	PCB Assembly, Sub
13	MBN36239501	Case, Control (Indoor)

B.2. CEILING CASSETTE (FOUR WAY) : MODEL NO. ARNU42GTMA2

1	4681A20172A	Motor Assembly, DC, Indoor
2	6323A10002E	Thermistor, NTC
3	6871A20712A	PCB Assembly, Sub
4	6900AQ9028D	Fuse, Time Delay
5	ABQ36450112	Case Assembly, Control (Indoor)
6	ADP32236101	Fan Assembly, Turbo
7	AHA32883201	Pump Assembly, Water
8	EAU31898201	Motor, DC Indoor
9	EBG58712403	Thermistor Assembly
10	EBG58713203	Thermistor Assembly
11	EBR39187715	PCB Assembly, Main

LIST OF PARTS / ACCESSORIES NOT REQUIRING EXTENSIVE DISMANTLING OF EQUIPMENT
PROJECT: Two (2) Years Maintenance Service for LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System of NPC Head Office Main Building (HO-TFM22-089)

<u>No.</u>	<u>Part No.</u>	<u>Description</u>
B.3. CEILING CASSETTE (TWO WAY) MODEL NO. ARNU24GTLA2		
1	4681A20091K	Motor, DC
2	4681A20091V	Motor, DC
3	5859A20005B	Pump Assembly, Water
4	5901AR6141A	Fan Assembly, Cross Flow
5	6323A30004C	Thermistor, NTC
6	68171A2072A	PCB Assembly, Sub
7	ABQ3016712	Case Assembly, Control (Indoor)
8	EBG58712401	Thermistor Assembly
9	EBG58713204	Thermistor Assembly
10	EBG61106804	Thermistor Assembly, NTC
11	EBR39187717	PCB Assembly, Main
12	EBR57705311	PCB Assembly, Sub
B.4. CEILING CASSETTE (TWO WAY) MODEL NO. ARNU18GTLA2		
1	4681A20091K	Motor, DC
2	4681A20091V	Motor, DC
3	5859A20005B	Pump Assembly, Water
4	5901AR6141A	Fan Assembly, Cross Flow
5	6323A30004C	Thermistor, NTC
6	6871A20712A	PCB Assembly, Sub
7	ABQ30161711	Case Assembly, Control (Indoor)
8	EBG58712401	Thermistor Assembly
9	EBG58713204	Thermistor Assembly
10	EBG61106804	Thermistor Assembly, NTC
11	EBR39187717	PCB Assembly, Main
12	EBR57705312	PCB Assembly, Sub
B.5. CEILING CASSETTE (FOUR WAY) MODEL NO. ARNU15GTQA2		
1	4681A201688	Motor Assembly, DC, Indoor
2	6323A10002E	Thermistor, NTC
3	6601A20013A	Switch Assembly
4	6871A20712A	PCB Assembly, Sub
5	ABQ36680018	Case Assembly, Control (Indoor)
6	AHA36872201	Pump Assembly, Water
7	EBG58712401	Thermistor Assembly
8	EBG58713204	Thermistor Assembly
9	EBG61106804	Thermistor Assembly, NTC
10	EBR39187715	PCB Assembly, Main
11	EBR56463702	PCB Assembly, Sub
12	MBN42288101	Case, Control (Indoor)
13	MDG422887901	Fan, Turbo
B.6. CEILING CASSETTE (FOUR WAY) MODEL NO. ARNU09GTRA2		
1	N/A	Motor Assembly, DC, Indoor
2	6323A10002E	Thermistor, NTC
3	6601A20013A	Switch Assembly
4	6871A20712A	PCB Assembly, Sub
5	ABQ36680014	Case Assembly, Control (Indoor)
6	AHA36872201	Pump Assembly, Water
7	EBG58712401	Thermistor Assembly
8	EBG58713204	Thermistor Assembly
9	EBG61106804	Thermistor Assembly, NTC
10	EBR39187715	PCB Assembly, Main
11	EBR5643705	PCB Assembly, Sub
12	MBN42288101	Case, Control (Indoor)
13	MDG42451401	Fan, Turbo

**LIST OF SUPPLIES/MATERIALS AND PARTS OF LG MULTI-V III VRF A/C SYSTEMS INTENDED FOR REPAIR
WORKS TO BE INCLUDED IN THE CONTRACT TO BE BID**

<u>Item No.</u>	<u>Description</u>	<u>Part No.</u>	<u>Qty.</u>	<u>Unit</u>
A. ACCUs (OUTDOOR UNITS) PARTS				
1	PCB Assembly, Main	EBR39778509	2	Pcs.
2	PCB Assembly, Main	EBR74701803	2	Pcs.
3	PCB Assembly, Main	EBR74701804	2	Pcs.
4	PCB Assembly, Fan	EBR73874905	2	Pcs.
5	PCB Assembly, Main	EBR74701806	2	Pcs.
6	PCB Assembly, Main	EBR74701807	2	Pcs.
7	PCB Assembly, Inverter	EBR36932815	10	Pcs.
8	PCB Assembly, Sub	6871A30042D	2	Pcs.
9	Filter, AC Line	EAM39080202	12	Pcs.
10	Diode, Bridge	EAH37374701	2	Pcs.
11	Sensor Assembly, Pressure	EBD62165601	2	Pcs.
12	Sensor Assembly	6501A20004V	2	Pcs.
13	Valve, Solenoid	5220A90008F	2	Pcs.
14	Valve, Solenoid	MJX61841301	2	Pcs.
15	Valve, Solenoid	5220A90008H	2	Pcs.
16	Fan Assembly, Propeller	ADP35622901	3	Pcs.
17	Fan Assembly, Propeller	ADP73273801	2	Pcs.
18	Motor Assembly, DC, Outdoor	EAU43080001	4	Pcs.
19	Thermistor Assembly, NTC, Sub	EBG61107102	2	Pcs.
20	Thermistor Assembly, NTC	EBG60665405	2	Pcs.
21	Thermistor Assembly, NTC	EBG61106908	2	Pcs.
22	Thermistor Assembly, NTC	EBG61207011	2	Pcs.
23	Thermistor Assembly, NTC, Hex	EBG61207002	2	Pcs.
24	Coil, Expansion	6141A20032L	2	Pcs.
25	Valve, Expansion Body	5220A90003C	2	Pcs.
B. FCUs (INDOOR UNITS) PARTS				
1	PCB Assembly, Main	EBR39187717	4	Pcs.
2	PCB Assembly, Main	EBR39187715	13	Pcs.
3	PCB Assembly, Main	EBR39566209	2	Pcs.
4	PCB Assembly, Sub	6871A20712A	2	Pcs.
5	PCB Assembly, Sub	EBR57705312	2	Pcs.
6	PCB Assembly, Sub	EBR57705311	2	Pcs.
7	PCB Assembly, Sub	EBR56463705	2	Pcs.
8	PCB Assembly, Sub	EBR56463702	2	Pcs.
9	PCB Assembly, Sub	EBR57705305	2	Pcs.
10	PCB Assembly, Sub	EBR44258723	2	Pcs.
11	PCB Assembly, Sub	EBR57705302	2	Pcs.
12	PCB Assembly, Sub	EBR57705301	2	Pcs.
13	PUMP Assembly, Water	5859A20005B	5	Pcs.
14	PUMP Assembly, Water	AHA36872201	5	Pcs.
15	PUMP Assembly, Water	AHA32883201	8	Pcs.
16	Fan Assembly, Cross Flow	5901AR6141D	2	Pcs.
17	Fan, Turbo	MDG42451401	2	Pcs.

ANNEX C

**LIST OF SUPPLIES/MATERIALS AND PARTS OF LG MULTI-V III VRF A/C SYSTEMS INTENDED FOR REPAIR
WORKS TO BE INCLUDED IN THE CONTRACT TO BE BID**

18	Fan, Turbo	MDG42287901	2	Pcs.
19	Fan Assembly, Turbo	ADP32882601	2	Pcs.
20	Fan Assembly, Turbo	ADP32236101	2	Pcs.
21	Fan, Blower	5900A20052J	2	Pcs.
22	Motor, DC	4681A20091K	2	Pcs.
23	Motor, DC	EAU62004010	2	Pcs.
24	Motor, DC	EAU32165801	2	Pcs.
25	Motor Assembly, DC, Indoor	4681A20168B	5	Pcs.
26	Motor Assembly, DC, Indoor	4681A20168A	4	Pcs.
27	Motor Assembly, DC, Indoor	4681A20198B	4	Pcs.
28	Motor Assembly, DC, Indoor	4681A20198C	10	Pcs.
29	Motor Assembly, DC, Indoor	4681A20172A	2	Pcs.
30	Motor Assembly, DC, Indoor	4681A20198A	4	Pcs.
31	Motor Assembly, DC, Indoor	EAU31898201	10	Pcs.
32	Motor Assembly, DC, Stepping	EAU61003102	2	Pcs.
33	Motor Assembly, DC, Stepping	4681A20042E	2	Pcs.
34	Motor Assembly, DC, Stepping	4681A20055A	2	Pcs.
35	Motor Assembly, DC, Stepping	4681A20055B	2	Pcs.
36	PCB Assembly, Remocon	EBR61891004	2	Pcs.
37	Thermistor, NTC	6323A10002E	2	Pcs.
38	Thermistor, NTC	6323A30004C	2	Pcs.
39	Thermistor Assembly	EBG58712403	2	Pcs.
40	Thermistor Assembly	EBG58713203	2	Pcs.
41	Thermistor Assembly	EBG58712401	2	Pcs.
42	Thermistor Assembly	EBG58713204	2	Pcs.
43	Thermistor Assembly, NTC	EBG61106804	2	Pcs.
44	Fuse, Time Delay	6900AQ9028D	2	Pcs.
45	Louver, Horizontal	5990A20063A	2	Pcs.
46	Louver, Horizontal	MFH42284501	5	Pcs.
47	Louver, Horizontal	MFH36232901	8	Pcs.
C. SUPPLIES/MATERIALS				
1	Refrigerant, R-410A	N/A	140	Kg.
2	Refrigerant, R-141B	N/A	60	Kg.
3	Oxygen Gas	N/A	4	Tank
4	Acetylene Gas	N/A	4	Tank
5	Nitrogen Gas	N/A	6	Tank
6	Silver Rod	N/A	100	Box
7	Silver Flux, 8.0 oz.	N/A	4	Can
8	Tape, Polyethylene, 0.1m x 45m	N/A	20	roll

**LIST OF SUPPLIES/MATERIALS AND PARTS OF LG MULTI-V III VRF A/C SYSTEMS INTENDED FOR REPAIR
WORKS TO BE INCLUDED IN THE CONTRACT TO BE BID**

D. OTHER SUPPLIES/MATERIALS AND PARTS WHICH ARE NOT INVLUDED IN ITEMS A TO C

NOTES:

1. Quantitiy of Supplies/Materials and Parts as indicated in Items A, B, & C shall be used for Bid Evaluation purposes. Actual quantity to be supplied and delivered shall be as required or needed in the repair works during contract implementation. However, actual total cost of said Supplies/Materials and Parts shall not exceed the Total Bid Price for Items A, B, C and D.
2. Item D above represents other Supplies/Materials and Parts which are not listed In Items A to C but which may be needed during repair works. The Bidder shall also submit a bid price for Item D which shall not exceed 10% of the total bid price for Items A to C.
3. The Bidder shall submit a bid price for Annex C (Items A to D) using the prescribed bidding form (see Section VII – Bid Price Schedule).

List of Spare Parts, Supplies and Materials that requires an advance delivery

Project: Two (2) Years Maintenance Service for LG- Multi V Variable Refrigerant Flow (VRF) Air-Conditioning System of NPC Head Office Main Building

<u>Item No.</u>	<u>Description</u>	<u>Part No.</u>	<u>Qty.</u>	<u>Unit</u>
A. ACCUs (OUTDOOR UNITS) PARTS				
1	PCB Assembly, Main	EBR39778509	1	Pcs.
2	PCB Assembly, Main	EBR74701803	1	Pcs.
3	PCB Assembly, Main	EBR74701804	1	Pcs.
4	PCB Assembly, Fan	EBR73874905	1	Pcs.
5	PCB Assembly, Main	EBR74701806	1	Pcs.
6	PCB Assembly, Main	EBR74701807	1	Pcs.
7	PCB Assembly, Inverter	EBR36932815	3	Pcs.
8	PCB Assembly, Sub	6871A30042D	1	Pcs.
9	Filter, AC Line	EAM39080202	3	Pcs.
10	Diode, Bridge	EAH37374701	3	Pcs.
B. FCUs (INDOOR UNITS) PARTS				
1	PCB Assembly, Main	EBR39187717	1	Pcs.
2	PCB Assembly, Main	EBR39187715	3	Pcs.
3	PCB Assembly, Main	EBR39566209	1	Pcs.
4	PCB Assembly, Sub	6871A20712A	3	Pcs.
5	PCB Assembly, Sub	EBR57705312	1	Pcs.
6	PCB Assembly, Sub	EBR57705311	1	Pcs.
7	PCB Assembly, Sub	EBR56463705	1	Pcs.
8	PCB Assembly, Sub	EBR56463702	1	Pcs.
9	PCB Assembly, Sub	EBR57705305	1	Pcs.
10	PCB Assembly, Sub	EBR44258723	1	Pcs.
11	PCB Assembly, Sub	EBR57705302	1	Pcs.
12	PCB Assembly, Sub	EBR57705301	1	Pcs.
13	Motor Assembly, DC, Indoor	4681A201688	1	Pcs.
14	Motor Assembly, DC, Indoor	4681A20168A	1	Pcs.
15	Motor Assembly, DC, Indoor	4681A201988	1	Pcs.
16	Motor Assembly, DC, Indoor	4681A20198C	1	Pcs.
17	Motor Assembly, DC, Indoor	4681A20172A	1	Pcs.
19	Motor Assembly, DC, Indoor	EAU31898201	1	Pcs.
C. SUPPLIES/MATERIALS				
1	Refrigerant, R-410A	N/A	140	Kg.
2	Refrigerant, R-141B	N/A	60	Kg.
3	Oxygen Gas	N/A	4	Tank
4	Acetylene Gas	N/A	4	Tank
5	Nitrogen Gas	N/A	6	Tank
6	Silver Rod	N/A	100	Box
7	Silver Flux, 8.0 oz.	N/A	4	Can
8	Tape, Polyethylene, 0.1m x 45m	N/A	20	roll

List of Spare Parts, Supplies and Materials that requires an advance delivery

Project: Two (2) Years Maintenance Service for LG- Multi V Variable Refrigerant Flow (VRF) Air-Conditioning System of NPC Head Office Main Building

D. OTHER SUPPLIES/MATERIALS AND PARTS WHICH ARE NOT INVLUED IN ITEMS A TO C

NOTES:

1. Quantitly of Supplies/Materials and Parts as indicated in Items A, B, & C shall be used for Bid Evaluation purposes. Actual quantity to be supplied and delivered shall be as required or needed in the repair works during contract implementation. However, actual total cost of said Supplies/Materials and Parts shall not exceed the Total Bid Price for Items A, B, C and D.
2. Item D above represents other Supplies/Materials and Parts which are not listed in Items A to C but which may be needed during repair works. The Bidder shall also submit a bid price for Item D which shall not exceed 10% of the total bid price for Items A to C.
3. The Bidder shall submit a bid price for Annex C (Items A to D) using the prescribed bidding form (see Section VII – Bid Price Schedule).

SECTION VII

BID PRICE SCHEDULE (Schedule of Requirements)

SECTION VII – SCHEDULE OF REQUIREMENTS

BID PRICE SCHEDULE (BPS)

I. MAINTENANCE SERVICES

Item	Work Description	Quantity	Unit of Measure	Unit Price Per Month (in PhP)	Total Price for 24-month Maintenance Contract (in PhP)
		A		B	C = A x B
1.0	Furnishing of manpower, equipment, tools, consumable materials and other incidentals including VAT and other taxes imposed by the Phil. Govt. for the two (2)-year maintenance service of NPC's LG Multi-V Variable Refrigerant Flow (VRF) Air-Conditioning System in accordance with the Technical Specifications.	24	months		
TOTAL (I – MAINTENANCE SERVICES)		_____			PhP _____

		(Amount in Words)			

 Name of Firm

 Name & Signature of Representative

 Designation



SECTION VI - TECHNICAL SPECIFICATIONS

II. SUPPLIES/MATERIALS AND PARTS OF LG MULTI V III VRF A/C SYSTEMS INTENDED FOR REPAIR WORKS (Cont'd...)

ITEM	DESCRIPTION	PART NO.	QTY.	UNIT	UNIT PRICE, PhP (inclusive of VAT and other Taxes Imposed by Phil. Govt.)	TOTAL PRICE, PhP
B. FCUs (INDOOR UNITS) PARTS						
26	Motor Assembly, DC, Indoor	4681A20168A	4	Pcs.		
27	Motor Assembly, DC, Indoor	4681A20198B	4	Pcs.		
28	Motor Assembly, DC, Indoor	4681A20198C	10	Pcs.		
29	Motor Assembly, DC, Indoor	4681A20172A	2	Pcs.		
30	Motor Assembly, DC, Indoor	4681A20198A	4	Pcs.		
31	Motor Assembly, DC, Indoor	EAU31898201	10	Pcs.		
32	Motor Assembly, DC, Stepping	EAU61003102	2	Pcs.		
33	Motor Assembly, DC, Stepping	4681A20042E	2	Pcs.		
34	Motor Assembly, DC, Stepping	4681A20055A	2	Pcs.		
35	Motor Assembly, DC, Stepping	4681A20055B	2	Pcs.		
36	PCB Assembly, Remocon	EBR61891004	2	Pcs.		
37	Thermistor, NTC	6323A10002E	2	Pcs.		
38	Thermistor, NTC	6323A30004C	2	Pcs.		
39	Thermistor Assembly	EBG58712403	2	Pcs.		
40	Thermistor Assembly	EBG58713203	2	Pcs.		
41	Thermistor Assembly	EBG58712401	2	Pcs.		
42	Thermistor Assembly	EBG58713204	2	Pcs.		
43	Thermistor Assembly, NTC	EBG61106804	2	Pcs.		
44	Fuse, Time Delay	6900AQ9028D	2	Pcs.		
45	Louver, Horizontal	5990A20063A	2	Pcs.		
46	Louver, Horizontal	MFH42284501	5	Pcs.		
47	Louver, Horizontal	MFH36232901	8	Pcs.		
					SUB-TOTAL (B)	_____

Name of Firm

Name & Signature of Representative

Designation



II. SUPPLIES/MATERIALS AND PARTS OF LG MULTI V III VRF A/C SYSTEMS INTENDED FOR REPAIR WORKS (Cont'd...)

ITEM	DESCRIPTION	PART NO.	QTY.	UNIT	UNIT PRICE, PhP (inclusive of VAT and other Taxes Imposed by Phil. Govt.)	TOTAL PRICE, PhP
C. SUPPLIES/MATERIALS						
1	Refrigerant, R-410A	N/A	140	Kg.		
2	Refrigerant, R-141B	N/A	60	Kg.		
3	Oxygen Gas	N/A	4	Tank		
4	Acetylene Gas	N/A	4	Tank		
5	Nitrogen Gas	N/A	6	Tank		
6	Silver Rod	N/A	100	Box		
7	Silver Flux, 8.0 oz.	N/A	4	Can		
8	Tape, Polyethylene, 0.1m x 45m	N/A	20	roll		
					SUB-TOTAL (C)	_____
D. OTHER SUPPLIES/MATERIALS AND PARTS WHICH ARE NOT INCLUDED IN ITEMS A TO C					SUB-TOTAL (D) *see Note 2 below	_____
					TOTAL (A + B + C + D)	_____

NOTES:

- Quantity of Supplies/Materials and Parts as indicated in Items A, B, & C shall be used for Bid Evaluation purposes. Actual quantity to be supplied and delivered shall be as required or needed in the repair works during contract implementation. However, actual total cost of said Supplies/Materials and Parts shall not exceed the Total Bid Price for Items A, B, C and D.
- Item D above represents other Supplies/Materials and Parts which are not listed in Items A to C but which may be needed during repair works. The Bidder shall also submit a bid price for Item D which shall not exceed 10% of the total bid price for Items A to C.
- The Bidder shall submit a bid price for Annex C (Items A to D) using the prescribed bidding form (see Section VII – Bid Price Schedule).

 Name of Firm Name & Signature of Representative Designation



III. SUMMARY OF BID PRICES

ITEM	DESCRIPTION	TOTAL PRICE (PhP)
I.	MAINTENANCE SERVICES	_____
II.	SUPPLIES/MATERIALS AND PARTS OF LG MULTI V III VRF A/C SYSTEMS INTENDED FOR REPAIR WORKS	_____
	GRAND TOTAL (PhP)	_____

 Name of Firm Name & Signature of Representative Designation



SECTION IX

REFERENCE DRAWING



SECTION VIII

BIDDING FORMS



SECTION VIII – BIDDING FORMS

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Sample Form	-	Certification from DTI as Domestic Bidder

Standard Form No: NPCSF-GOODS-01

Checklist of Technical & Financial Envelope Requirements for Bidders**A. THE 1ST ENVELOPE (TECHNICAL COMPONENT) SHALL CONTAIN THE FOLLOWING:****1. ELIGIBILITY DOCUMENTS****a. (CLASS A)**

➤ Any of the following:

- PhilGEPS Certificate of Registration and Membership under Platinum Category in accordance with Section 8.5.2 of the IRR;

OR:

- The following updated and valid Class "A" eligibility documents enumerated under "Annex A" of the Platinum Membership:
 - Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives;
 - 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 Zones or Areas.
In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post qualification requirement in accordance with Section 34.2 of the Revised IRR of RA 9184.
 - The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
 - Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR or as stated under GPPB NPM-039-2014, for Non-Resident Foreign Corporation (NRFC) and Non-Resident Alien Not Engaged in Trade or Business (NRANETB), a Delinquency Verification Certificate may be submitted as a form of Tax Clearance;

OR:

- A combination thereof
- Statement of all its ongoing government and private contracts if any, whether similar or not similar in nature and complexity to the contract to be bid (NPCSF-GOODS-02)
- The Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, and whose value, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price index, must be at least 50% of the ABC (NPCSF-GOODS-03) complete with the following supporting documents:

1. Contract/Purchase Order
2. Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R); or Sales Invoice

(The Single Largest Completed Contract (SLCC) as declared by the bidder shall be verified and validated to ascertain such completed contract. Hence, bidders must ensure access to sites of such projects/equipment to NPC representatives for verification and validation purposes during post-qualification process.

It shall be a ground for disqualification, if verification and validation cannot be conducted for reasons attributable to the Bidder.)

Standard Form No: NPCSF-GOODS-01

- Duly signed computation of its Net Financial Contracting Capacity (NFCC) at least equal to the ABC (NPCSF-GOODS-04) or a Committed Line of Credit (CLC) at least equal to ten percent (10%) of the ABC, Issued by a Universal or Commercial Bank; If the Bidder opted to submit a Committed Line of Credit (CLC), the bidder must submit a granted credit line valid/effective at the date of bidding.
- b. **(CLASS B)**
- For Joint Venture (if applicable), any of the following:
 - Valid Joint Venture Agreement (NPCSF-GOODS-05)
OR
 - Notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA, if awarded the contract
- Certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item/product (For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos)

2. Technical Documents

- Bid Security, any one of the following:
 - Bid Securing Declaration (NPCSF-GOODS-06c)
OR
 - Cash or Cashier's/Manager's check issued by a Universal or Commercial Bank – 2% of ABC;
OR
 - Bank draft/guarantee or irrevocable letter of credit Issued by a Universal or Commercial Bank: (NPCSF-GOODS-06a) - 2% of ABC;
OR
 - Surety Bond callable upon demand issued by a reputable surety or insurance company (NPCSF-GOODS-06b) - 5% of ABC, with
 - Certification from the Insurance Commission as authorized company to issue surety
- Duly signed, completely filled-out and notarized Omnibus Sworn statement (Revised) (NPCSF-GOODS-07), complete with the following attachments:
 - For Sole Proprietorship:
 - Special Power of Attorney
 - For Partnership/Corporation/Cooperative/Joint Venture:
 - Document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)
- Data and Information to be submitted with the Proposal as specified in Clause TS-4.0(a) of Section VI - Technical Specifications
- Complete eligibility documents of the proposed subcontractor, if any

Standard Form No: NPCSF-GOODS-01

B. THE 2ND ENVELOPE (FINANCIAL COMPONENT) SHALL CONTAIN THE FOLLOWING:

- Duly signed Bid Letter indicating the total bid amount in accordance with the prescribed form (NPCSF-GOODS-08)
- Duly signed and completely filled-out Schedule of Requirement (Section VII) indicating the unit and total prices per item and the total amount in the prescribed Price Schedule form.
- For Domestic Bidder claiming for domestic preference:
 - Letter address to the BAC claiming for preference
 - Certification from DTI as Domestic Bidder in accordance with the prescribed forms provided

CONDITIONS:

1. Each Bidder shall submit one copy of the first and second components of its Bid. NPC may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.
2. In the case of foreign bidders, the eligibility requirements under Class "A" Documents (except for Tax Clearance) may be substituted by the appropriate equivalent documents, if any, issued by the country of the foreign bidder concerned. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines.
These documents shall be accompanied by a Sworn Statement in a form prescribed by the GPPB stating that the documents submitted are complete and authentic copies of the original, and all statements and information provided therein are true and correct. Upon receipt of the said documents, the PhilGEPS shall process the same in accordance with the guidelines on the Government of the Philippines – Official Merchants Registry (GoP-OMR).
3. A Bidder not submitting bid for reason that his cost estimate is higher than the ABC, is required to submit his letter of non-participation/regret supported by corresponding detailed estimates. Failure to submit the two (2) documents shall be understood as acts that tend to defeat the purpose of public bidding without valid reason as stated under Section 69.1.(f) of the revised IRR of R.A. 9184.

SECTION VIII – BIDDING FORMS

Standard Form Number: NPCSF-GOODS-02

List of All Ongoing Government and Private Contracts Including Contract Awarded But Not Yet Started

Business Name : _____
Business Address : _____

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion or Contract Duration/ Date of Delivery	Value of Outstanding Works / Undelivered Portion
			Description	%		
Government						
Private						
Total Cost						

The bidder shall declare in this form all his on-going government and private contracts including contracts where the bidder (either as individual or as a Joint Venture) is a partner in a Joint Venture agreement other than his current joint venture where he is a partner. Non declaration will be a ground for disqualification of bid.

Note : This statement shall be supported with the following documents for all the contract(s) stated above which shall be submitted during Post-qualification:

1. Contract/Purchase Order and/or Notice of Award
2. Certification coming from the project owner/client that the performance is satisfactory as of the bidding date.

Submitted by : _____
(Printed Name & Signature)
Designation : _____
Date : _____

SECTION VIII - BIDDING FORMS

Standard Form Number: NPCSF-GOODS-03

The Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid

Business Name : _____
 Business Address : _____

Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a.Amount at Award b.Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		

- Notes: 1. The bidder must state only one (1) Single Largest Completed Contract (SLCC) similar to the contract to be bid.
 2. Supporting documents such as Contract/Purchase Order and any of the following: Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R); or Sales Invoice for the contract stated above shall be submitted during Bid Opening.

Submitted by : _____
(Printed Name & Signature)
 Designation : _____
 Date : _____

Standard Form Number: NPCSF-GOODS-04

NET FINANCIAL CONTRACTING CAPACITY (NFCC)

A. Summary of the Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the income tax return and audited financial statement for the immediately preceding calendar year are:

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) x 15] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract for this Project.

NFCC = P _____

Herewith attached is certified true copy of the audited financial statement, stamped "RECEIVED" by the BIR or BIR authorized collecting agent for the immediately preceding calendar year.

Submitted by:

 Name of Supplier / Distributor / Manufacturer

 Signature of Authorized Representative

Date : _____

SECTION VIII - BIDDING FORMS

Standard Form Number: NPCSF-GOODS-05

JOINT VENTURE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

That this JOINT VENTURE AGREEMENT is entered into by and between:
_____, of legal age, *(civil status)* _____, authorized representative of
_____ and a resident of _____.

- and -

_____, of legal age, *(civil status)* _____, authorized representative of
_____ a resident of _____.

That both parties agree to join together their capital, manpower, equipment, and other resources and efforts to enable the Joint Venture to participate in the Bidding and Undertaking of the hereunder stated Contract of the **National Power Corporation**.

NAME OF PROJECT

CONTRACT AMOUNT

That the capital contribution of each member firm:

NAME OF FIRM	CAPITAL CONTRIBUTION
1. _____	P _____
2. _____	P _____

That both parties agree to be jointly and severally liable for their participation in the Bidding and Undertaking of the said contract.

That both parties agree that _____ and/or _____ shall be the Official Representative/s of the Joint Venture, and are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the Bidding and Undertaking of the said contract, as fully and effectively and the Joint Venture may do and if personally present with full power of substitution and revocation.

That this Joint Venture Agreement shall remain in effect only for the above stated Contract until terminated by both parties.

Name & Signature of Authorized Representative

Official Designation

Name of Firm

Name & Signature of Authorized Representative

Official Designation

Name of Firm

Witnesses

1. _____

2. _____

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Standard Form Number: NPCSF-GOODS-06a

FORM OF BID SECURITY (BANK GUARANTEE)

WHEREAS, (Name of Bidder) (hereinafter called "the Bidder") has submitted his bid dated (Date) for the [name of project] (hereinafter called "the Bid").

KNOW ALL MEN by these presents that We (Name of Bank) of (Name of Country) having our registered office at _____ (hereinafter called "the Bank" are bound unto National Power Corporation (hereinafter called "the Entity") in the sum of [amount in words & figures as prescribed in the bidding documents] for which payment well and truly to be made to the said Entity the Bank binds himself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank this _____ day of _____ 20____.

THE CONDITIONS of this obligation are that:

- 1) If the Bidder withdraws his Bid during the period of bid validity specified in the Bidding Documents; or
- 2) If the Bidder does not accept the correction of arithmetical errors of his bid price in accordance with the Instructions to Bidder; or
- 3) If the Bidder, having determined as the LCB, fails or refuses to submit the required tax clearance, latest income and business tax returns and PhilGEPs registration certificate within the prescribed period; or
- 4) If the Bidder having been notified of the acceptance of his bid and award of contract to him by the Entity during the period of bid validity:
 - a) fails or refuses to execute the Contract; or
 - b) fails or refuses to submit the required valid JVA, if applicable; or
 - c) fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;

we undertake to pay to the Entity up to the above amount upon receipt of his first written demand, without the Entity having to substantiate its demand, provided that in his demand the Entity will note that the amount claimed by it is due to the occurrence of any one or combination of the four (4) conditions stated above.

The Guarantee will remain in force up to 120 days after the opening of bids or as it may be extended by the Entity, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE _____ SIGNATURE OF THE BANK _____

WITNESS _____ SEAL _____

 (Signature, Name and Address)

Standard Form Number: NPCSF-GOODS-06b

FORM OF BID SECURITY (SURETY BOND)

BOND NO.: _____ DATE BOND EXECUTED: _____

By this bond, We (Name of Bidder) (hereinafter called "the Principal") and (Name of Surety) of (Name of Country of Surety), authorized to transact business in the Philippines (hereinafter called "the Surety") are held and firmly bound unto National Power Corporation (hereinafter called "the Employer") as Obligee, in the sum of (amount in words & figures as prescribed in the bidding documents), callable on demand, for the payment of which sum, well and truly to be made, we, the said Principal and Surety bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

SEALED with our seals and dated this _____ day of _____ 20 _____

WHEREAS, the Principal has submitted a written Bid to the Employer dated the _____ day of _____ 20 _____, for the _____ (hereinafter called "the Bid").

NOW, THEREFORE, the conditions of this obligation are:

- 1) if the Bidder withdraws his Bid during the period of bid validity specified in the Bidding Documents; or
- 2) if the Bidder does not accept the correction of arithmetical errors of his bid price in accordance with the Instructions to Bidder; or
- 3) if the Bidder, having determined as the LCB, fails or refuses to submit the required tax clearance, latest income and business tax returns and PhilGEPs registration certificate within the prescribed period; or
- 4) if the Bidder having been notified of the acceptance of his bid and award of contract to him by the Entity during the period of bid validity:
 - d) fails or refuses to execute the Contract; or
 - e) fails or refuses to submit the required valid JVA, if applicable; or
 - f) fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;

then this obligation shall remain in full force and effect, otherwise it shall be null and void.

PROVIDED HOWEVER, that the Surety shall not be:

- a) liable for a greater sum than the specified penalty of this bond, nor
- b) liable for a greater sum than the difference between the amount of the said Principal's Bid and the amount of the Bid that is accepted by the Employer.

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Standard Form Number: NPCSF-GOODS-06b
Page 2 of 2

This Surety executing this instrument hereby agrees that its obligation shall be valid for 120 calendar days after the deadline for submission of Bids as such deadline is stated in the Instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Surety is hereby waived.

PRINCIPAL _____ SURETY _____

SIGNATURE(S) _____ SIGNATURES(S) _____

NAME(S) AND TITLE(S) _____ NAME(S) _____

SEAL _____ SEAL _____

Standard Form No: NPCSF-GOODS-06c

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID-SECURING DECLARATION
TWO (2) YEARS MAINTENANCE SERVICE FOR LG MULTI-V VARIABLE
REFRIGERANT FLOW (VRF) AIR-CONDITIONING SYSTEM OF NPC HEAD OFFICE
MAIN BUILDING (PR NO. HO-TFM22-089)

To: **National Power Corporation**
BIR Road cor. Quezon Ave.
Diliman, Quezon City

I/We¹, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the Procuring Entity for the commission of acts resulting to the enforcement of the Bid Securing Declaration under Sections 23.1 (b), 34.2, 40.1 and 69.1, except 69.1 (f) of the IRR of R.A. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - (c) I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/we have hereunto set my hand this ____ day of ____
20____ at _____, Philippines.

[Name and Signature of Bidder's Representative/
Authorized Signatory]
[Signatory's legal capacity]
Affiant

[Jurat]
[Format shall be based on the latest Rules on Notarial Practice]

¹ Select one and delete the other. Adopt same instruction for similar terms throughout the document.

Standard Form No: NPCSF-GOODS-07

Omnibus Sworn Statement (Revised)REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.**AFFIDAVIT**

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. [Select one, delete the other:]

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. [Select one, delete the other:]

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. [Select one, delete the rest:]

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee

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(BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Standard Form No: NPCSF-GOODS-08

BID LETTER

Date: _____

To: **THE PRESIDENT**
 National Power Corporation
 BIR Road cor. Quezon Ave.
 Diliman, Quezon City

Gentlemen:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to perform **TWO (2) YEARS MAINTENANCE SERVICE FOR LG MULTI-V VARIABLE REFRIGERANT FLOW (VRF) AIR-CONDITIONING SYSTEM OF NPC HEAD OFFICE MAIN BUILDING (HO-TFM22-089)** in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to supply and deliver the goods and perform other services, if required within the contract duration and in accordance with the scope of the contract specified in the Schedule of Requirements and Technical Specifications.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in Bid Documents and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the Bidding Documents:

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of [Name of Bidder]* has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the *[Name of Project]* of the National Power Corporation *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the [Name of Bidder]* to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for *[Name of Project]* of the National Power Corporation.

We acknowledge that failure to sign each and every page of this Bid Letter, including the attached Schedule of Requirements (Bid Price Schedule), shall be a ground for the rejection of our bid.

[name and signature of authorized signatory]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____
[name of bidder]

Bank Guarantee Form for Advance Payment

To: **THE PRESIDENT**
National Power Corporation
BIR Road cor. Quezon Ave.
Diliman, Quezon City

[name of Contract]

Gentlemen and/or Ladies:

In accordance with the Advance Payment Provision, of the General Conditions of Contract, *[name and address of Supplier]* (hereinafter called the "Supplier") shall deposit with the PROCURING ENTITY a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[name of the universal/commercial bank]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the PROCURING ENTITY on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the PROCURING ENTITY and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date the advance payment is received by the Supplier under the Contract and until the Goods are accepted by the PROCURING ENTITY.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

CERTIFICATION AS A DOMESTIC BIDDER

This is to certify that based on the records of this office, (Name of Bidder) is duly registered with the DTI on _____.

This further certifies that the articles forming part of the product of (Name of Bidder) which are/is (Specify) are substantially composed of articles, materials, or supplies grown, produced or manufactured in the Philippines. (Please encircle the applicable description/s).

This certification is issued upon the request of (Name of Person/Entity) in connection with his intention to participate in the bidding for the (Name of Project) of the National Power Corporation (NPC).

Given this ___ day of _____ 20__ at _____, Philippines

Name

Position

Department of Trade & Industry