

REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
 Trunkline: 657-3300

PURCHASE ORDER NO. 2019-079

Supplier: PALMER-ASIA INC.	Date: June 14, 2019
Address: 33 Epifanio delos Santos Avenue, Makati City	Mode of Procurement: Small Value Procurement
Metro Manila	
TIN: 002-838-699-000	


Gentlemen:
 Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Price Quotation, subject to the Terms and Conditions enumerated at the back hereof:


Place of Delivery: DBM	Delivery Term: July 1, 2019 - December 31, 2019
Date of Delivery: July 1, 2019 - December 31, 2019	Payment Term: Monthly billing

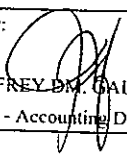
Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	lot	Preventive Maintenance of Fire Sprinkler System for the period July 1, 2019 - December 31, 2019 <i>See attached annexes for specifications</i>	1	860,000.00	P860,000.00

(Total Amount In Words)
Eight Hundred and Sixty Thousand Pesos only P860,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

Conforme: 
ADOLFO A. MONTE
 Signature over Printed Name of Supplier
06 July 2019
 Date

Very truly yours,

THEA MARIE CORINNE F. PALARCA
 Director IV, Administrative Service
 Authorized Official
 (Representing End User)

Funds Availability Certified by:  JEFFREY D. GALARPE OIC - Accounting Division	OS No: <u>021011012019-07-1305</u> Amount: <u>₱860,000-</u> Date: <u>07/01/19</u>
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Distribution of Copies:
 // Original copy for the Supplier's Conforme
 // Agency's Central Supply and Property Section for file
 // COA Auditor



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

June 14, 2019

MR. RODOLFO A. MORELOS

Palmer-Asia Inc.
333 Epifanio delos Santos Ave.,
Makati City, Metro Manila

Dear Mr. Morelos:

Per attached Purchase Order No. 2019-079, we hereby notify you that your Office may proceed with the delivery of the project "Preventive Maintenance of Fire Sprinkler System", upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Procurement Management Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you very much.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service


01 July 2019
Conforme / Date



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

June 14, 2019

MR. RODOLFO A. MORELOS

Palmer-Asia Inc.

333 Epifanio delos Santos Ave.,

Makati City, Metro Manila

Dear Mr. Morelos:


We are pleased to inform you that the project "Preventive Maintenance of Fire Sprinkler System", is hereby awarded to your company in the amount of Eight Hundred and Sixty Thousand Pesos only (Php 860,000.00).

Based on evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you very much.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service


01 July 2019
Conforme / Date



OBLIGATION REQUEST AND STATUS

Department of Budget and Management

Serial No. : 021011012019-07-001305

Date : July 01, 2019

Fund Cluster: 01

Payee :	PALMER-ASIA INC.			
Office :				
Address:	33 Epifanio delos Santos Avenue, Makati City, Metro Manila			
Responsibility Center	Particulars	MFO/PAP	UACS Object Code	Amount
AS	Preventive Maintenance of Fire Sprinkler System	100000100001000	5021304001	860,000.00

PO 2019-079	860,000.00
-------------	------------

A. Certified : Charges to appropriation /allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal

Signature : *[Signature]*

Printed Name : THEA MARIE CORINNE F. PALARCA

Position : 81 Director IV, Administrative Service

Date : Jun 17, 2019

B. Certified : Allotment available and obligated for the purpose/adjustment necessary as indicated above

Signature : *[Signature]*

Printed Name : EDEN D. PANGILINAN

Position : Head, Budget Division/Unit/Authorized Representative

Date : 7-01-19

C. STATUS OF OBLIGATION							
Reference			Amount				
Date	Particulars	ORS/JEV/Check/ADA/TRA No.	Obligation	Payable	Payment	Balance	
			(a)	(b)	(c)	Not Yet Due	Due and Demandable
						(d)	(e)

OFFICE REMAINE

[Stamp]


ABSTRACT OF QUOTATIONS

Project Title: Preventive Maintenance of Fire Sprinkler System
 ABC: Nine Hundred Thousand Pesos only (Php 900,000.00)
 Date: June 14, 2019


Qty	Unit	Item/Description	Particulars	Unit Cost	Total Price	VIEWED THE PHILGEP'S POSTING AND WAS SENT AN EMAIL FOR RFQ BUT DID NOT SUBMIT
1	lot	Preventive Maintenance of Fire Sprinkler System for the period July 1, 2019 - December 31, 2019 <i>See attached for specifications</i>		860,000.00	860,000.00	
		Total Price			860,000.00	
		Mayor's Permit	27378			
		Validity Date	December 31, 2019			
		Philgeeps Reg. No.	2001-1496			
		Omnibus Sworn Statement				
		Signatory	RODOLFO A. MORELOS			
		Notarized by:	ATTY. JOHN DOMINGO A. PONCE, JR.			
		Date:	June 14, 2019			
		Income Tax Return (CY 2018)-Amount Paid			2,167,555.00	
		EFPS Filing Reference to ITR Form 1702	121900029768166			
		Date Submitted	April 12, 2019			
		Schedule of Requirements	Comply			
		Technical Specifications	Comply			
		Remarks	PALMER-ASIA INC. being the single calculated and responsive quotation, considered as the awardee.			

M.P.M. SAFETY INDUSTRIES CO.,
 METDRIE TRADING,
 DACRISDEEK ENTERPRISES,
 EMA ENERGYSOLUTIONS ENTERPRISES,
 abby@pyroasia2010.com,
 sales@fsti.com,
 cherrygeronlmo@loxon.com.ph,
 theresa@pyroasia2010.com,
 Rae_RISE88@yahoo.com,
 mpanoy@palmer-asia.com,
 sales@alarmsystems.ph,
 liezele@atlanticafiresafety.com,
 ags10997@yahoo.com,
 masfire@compass.com.ph,
 rbea.asis@gmail.com,
 Metdrie Trading <metdrietrad@rocketmail.com>


Prepared by:


 ELLEK MAE E. ESTIPONA
 Administrative Assistant V

Reviewed by:


 JOYCE D. LABAO
 OIC- Chief Administrative Officer

Approved by:


 THE HONORABLE CORINNE F. PALARCA
 Director IV, Administrative Service

PRICE QUOTATION FORMDate: June 14, 2019

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> Preventive Maintenance of Fire Sprinkler System for the period, July 1, 2019 – to December 31, 2019. Please see attached annexes for the <i>Technical Specifications and Schedule of Requirements</i> 	1 lot	P 860,000.00	P 860,000.00

(Amount in Words) EIGHT HUNDRED SIXTY THOUSAND PESOS ONLY

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,


 RODOLFO A. MORELOS

Name/Signature of Representative

PALMER - ASIA INC.

Name of Company

847-5555

Contact No.



**CHECKLIST OF ELIGIBILITY AND TECHNICAL
DOCUMENTS FOR SUBMISSION**

Class "A" Documents

(3) Legal Documents

- PhilGEPS Registration Number
- Mayor's/ Business Permit
Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.
- Income/ Business Tax Return (For ABCs above P500K)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number.

(4) Technical Documents

- Omnibus Sworn Statement
- Authority of the Signatory

Class "B" Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.

Received
PRO Eng
JUN 14 2019

[Handwritten signatures]

Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE

CERTIFICATE OF PHILGEPS REGISTRATION (Platinum Membership)

THIS IS TO CERTIFY THAT

PALMER-ASIA INC.

33 Epifanio delos Santos Avenue,
Makati City Metro Manila

is registered in the *Philippine Government Electronic Procurement System (PhilGEPS)* on 25-May-2001 pursuant to Section 8:5 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This further certifies that *PALMER-ASIA INC.* has submitted the required eligibility documents in the PhilGEPS Supplier Registry as listed in Annex A, which document is attached hereto and made an integral part hereof. The Procuring Entity reserves the right to verify, validate and ascertain the authenticity, completeness and truthfulness of all the submitted documents during the post-qualification process.

This Certificate is valid until 22-Jul-2019.

Issued this 16th day of July, 2018.

R. Clemente
ROSA MARIA M. CLEMENTE
Director IV, PhilGEPS

Documentary Stamp Tax Paid Php 30.00



PALMER-ASIA INC.

CERTIFIED TRUE COPY

PhilGEPS Registration No: 2001-1496

Certificate Reference No: 2018039844

Amended Date as of May 06, 2019 04:05 PM

SIGN: *[Signature]*

REMINDERS ¹

- *The PhilGEPS office shall not determine the eligibility of merchants. The PhilGEPS office's evaluation of the eligibility requirements shall be for the sole purpose of determining the approval or disapproval of the merchant's application for registration.*
- *A merchant's registration and membership in the GOP-OMR is neither contract-specific nor understood to be tantamount to a finding of eligibility. Neither shall the merchant's successful registration in the GOP-OMR be relied upon to claim eligibility for the purpose of participation in any public bidding.*
- *The determination of the eligibility of merchants, whether registered with the GOP-OMR or not, shall remain with the Bids and Awards Committee (BAC). The BAC's determination of validity of the eligibility requirements shall be conclusive to enable the merchant to participate in the public bidding process.*



PALMER-ASIA INC.

CERTIFIED TRUE COPY

SIGN: _____

PhilGEPS Registration No: 2001-1496

Certificate Reference No: 2018039844

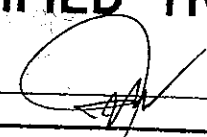
Amended Date as of May 06, 2019 04:05 PM

¹ Refer to Section 4 of the Guidelines for the Use of the Government of the Philippines - Official Merchant's Registry

List of Eligibility Documents

of
PALMER-ASIA INC.
33 Epifanio delos Santos Avenue,
Makati City Metro Manila

SEC Certificate	Registration Date : 24-Dec-1992 SEC Certificate Number : AS092-08681
Mayor's Permit	Expiration Date : 31-Dec-2019 Permit Number : 27378 Place of Issue : Makati City Signatory : Hon. Mar-Len Abigail S. Binay Issuance Date : 10-Jan-2019
Tax Clearance	Expiration Date : 07-Dec-2019 TCC Number : 08-048-12-07-195-2018 Signatory : Benilda M. Nicosia Issuance Date : 07-Dec-2018
Audited Financial Statement	Date of Filing : 12-Apr-2019 Current Asset : Php 226,571,267.00 Total Asset : Php 249,189,359.00 Current Liabilities : Php 14,922,468.00 Total Liabilities : Php 114,598,244.00 Name of Auditor : Silvestre A. Manaligod BIR RDO Code : 48
PCAB License	Expiration Date : 30-Jun-2019 Issued By : Filomeno H. Castillo Jr. Issuance Date : 01-Jul-2018 License Number : 22015 License First Issue Date : 29-Nov-1996 Principle Classification : Mechanical Work Category : B

PALMER-ASIA INC.
CERTIFIED TRUE COPY
SIGN: 

PhilGEPS Registration No: 2001-1496
Certificate Reference No: 2018039844
Amended Date as of May 06, 2019 04:05 PM



REPUBLIC OF THE PHILIPPINES

CITY OF MAKATI

BUSINESS PERMITS OFFICE

PERMIT NO. **27378**
27378

PAHINTULOT SA PANGANGALAKAL (BUSINESS PERMIT)

MATALASTAS NG LAHAT:

(KNOW ALL MEN BY THESE PRESENTS)

NA SI/ANG:

(THAT)

PALMER - ASIA, INC.

na matatagpuan at may pahintulot na sulat sa

33-D E. DE LOS SANTOS AVE. BANGKAL

na ibinatag nang may buong karapatan sa ilalim ng mga batas ng

Republic of the Philippines, is hereby granted a permit to operate as

REGISTRATION

January 2019

31st December 2019

(This permit shall be valid for the period of one (1) year from the date of issuance and shall be subject to the terms and conditions stated herein.)

ARY. MARIANO

Q. RIZO

H. BARBER

TAX YEAR	2019	QUARTER	1
O.R. NO.	3891134BT	O.R. DATE	01/10/2019
O.R. AMOUNT: 1,226,699.18			
MAYOR'S PERMIT FEE		19,000.00	
BUSINESS TAX		1,199,084.18	
SANITARY PERMIT FEE		600.00	
GARBAGE FEE		2,025.00	
SIGNBOARD FEE		200.00	
ENGINEERING FEE		0.00	
INDIVIDUAL MP FEE		1,500.00	
INDIVIDUAL HC FEE		1,500.00	
MEAT INSPECTION FEE		0.00	
FST FEE		2,790.00	
SARANGAY CLEARANCE FEE		0.00	

TOTAL 1,226,699.18



IMPORTANT

Failure to renew this Business Permit within the prescribed period shall subject the taxpayer to a twenty-five percent (25%) surcharge and two percent (2%) penalty per month. Upon closure of business, surrender this permit to City Treasurer's Office on or before the twentieth (20th) day of the month following the quarter to

avoid penalty
PALMER-ASIA INC.

ITO AY DAPAT IPASKIL SA HAYAG NA POKONG IKALALALAN AT DAPAT IPAKITA SA SANDALING HINGIN NG MGA KINAUKULANG MAYKAPANGYARIHAN.

THIS MUST BE POSTED ON CONSPICUOUS PLACE AND BE PRESENTED UPON DEMAND BY PROPER AUTHORITIES.

	OFFICIAL RECEIPT Republic of the Philippines City of Makati OFFICE OF THE TREASURER	
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BUSINESS TAXES AND FEES DIVISION

Accountable Form No. 51 Revised January, 1992	ORIGINAL
DATE 01/10/2019	No. MKTCF 3891134

PAYOR 9400446	3891134BT
PALMER - ASIA, INC.	

NATURE OF COLLECTION	FUND AND ACCOUNT CODE	AMOUNT
MAYOR'S PERMIT		19,000.00
SANITARY FEE		600.00
GARBAGE FEE		2,025.00
SIGNBOARD FEE		200.00
INDIVIDUAL MP FEE		1,500.00
INDIVIDUAL HC FEE		1,500.00
FSI FEE		2,790.00
I-N - Gross: 4,835,117.19		7,252.68
M3N - Gross: 71,131,493.64		93,360.09
RTN - Gross: 583,851,417.26		1,094,721.41
SEO - Gross: 1,131,493.63		3,750.00


AMOUNT IN WORDS
3/31 2019 **1,226,699.18**

ONE MILLION TWO HUNDRED TWENTY SIX THOUSAND SIX HUNDRED NINETY NINE AND 179989999/100

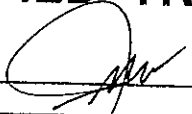
<input type="checkbox"/>	CASH	DRAWEE		
		BANK	NUMBER	DATE
<input type="checkbox"/>	CHECK			
<input checked="" type="checkbox"/>	1,226,699.18	MB	200000179	01/10/2019
<input type="checkbox"/>	MONEY ORDER			

RECEIVED THE AMOUNT STATED ABOVE.

1 of 1


FELICIDAD M. SALES
 CO. DEPUTY TREASURER
PALMER ASIA INC.

CERTIFIED TRUE COPY

SIGN: 

Note: Write the number and date of this receipt on the back of check or money order received.

MW

CONTROL NO.



REPUBLIC OF THE PHILIPPINES
CITY OF MAKATI
BUSINESS PERMITS OFFICE
BILLING ASSESSMENT

MAYORS PERMIT NO.

NAME OF TAXPAYER: PALMER - ASIA, INC.	BUSINESS ID 9400446	MODE OF PAYMENT 1 Quarter/s	DATE BILLED 01/09/2019	STATUS Renewal
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LOCATION/ADDRESS OF BUSINESS: 11-D E. DE LOS SANTOS AVE BANGKAL	NAME OF BUSINESS PALMER - ASIA, INC.
--	---

TAX CODE	KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	%INT	SUR / INT.	TOTAL	PAYMENT APPROVED BY:
	Tax for 1st Quarter of 2019						 CLARIZA V. TABARES CIC, BUSINESS TAX DIVISION ***
	MAYOR'S PERMIT						
IMP	IMPORTER		6,000.00	0	0.00	6,000.00	
MAN	MANUFACTURER		4,000.00	0	0.00	4,000.00	
RTN	GEN. MERCHANDISE-NO		6,000.00	0	0.00	6,000.00	
SEC	INSTALLATION SERVIC		3,000.00	0	0.00	3,000.00	
			19,000.00		0.00	19,000.00	
	CITY LICENSE						
IMP	IMPORTER	4,835,117.19	7,252.68	0	0.00	7,252.68	
MAN	MANUFACTURER	71,131,493.64	93,560.09	0	0.00	93,560.09	
RTN	GEN. MERCHANDISE-NO	583,851,417.06	1,094,721.41	0	0.00	1,094,721.41	
SEC	INSTALLATION SERVIC	1,131,493.53	3,750.00	0	0.00	3,750.00	
			1,199,084.13		0.00	1,199,084.13	
	SANITARY FEE		600.00	0	0.00	600.00	
	GARBAGE FEE		3,025.00	0	0.00	3,025.00	
	SIGNBOARD FEE		200.00	0	0.00	200.00	
	ENGINEERING FEE		0.00	0	0.00	0.00	

Schedule of Payments

1st quarter payment on or before the twentieth (20th) day of January

2nd quarter payment on or before the twentieth (20th) day of April

3rd quarter payment on or before the twentieth (20th) day of July, and

4th quarter payment on or before the twentieth (20th) day of October

ASSESSED BY:	TOTALS
--------------	---------------

RECOMMENDED BY: ATTY. MARIBERT O. PAGENTE HEAD, BUSINESS PERMITS & LICENSING OFFICE	RECOMMENDING APPROVAL BY: 	APPROVED BY: MAR-LEN ABIGAIL S. BINAY CITY MAYOR
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FORM NO 053150

CLAIM TITLE FOR THE YEAR OF PERIOD: PALMER-ASIA INC.	053150
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NAME OF TAXPAYER: PALMER - ASIA, INC.	BUSINESS ID 9400446	MODE OF PAYMENT 1 Quarter/s	DATE BILLED 01/09/2019	STATUS Renewal
--	------------------------	--------------------------------	---------------------------	-------------------

RECEIVED BY:	DATE RECEIVED:	RELEASED BY:	DATE RELEASED:	CLAIM DATE:	AMOUNT TO BE PAID:
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CERTIFIED TRUE COPY

JAN 10 2019



REPUBLIC OF THE PHILIPPINES
CITY OF MAKATI
BUSINESS PERMITS OFFICE
BILLING ASSESSMENT

MAYORS PERMIT NO

CONTROL NO:

1100

OFFICE OF
 PERMITS

NAME OF TAXPAYER PALMER - ASIA, INC.	BUSINESS ID 9400446	MODE OF PAYMENT 1 Quarter/s	DATE BILLED 01/09/2019	STATUS Renewal
---	------------------------	--------------------------------	---------------------------	-------------------

LOCATION/ADDRESS OF BUSINESS 55-D E. DE LOS SANTOS AVE BANGKAL	NAME OF BUSINESS PALMER - ASIA, INC.
---	---

TAX CODE	KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	PRINT	SUR / INT	TOTAL	PAYMENT APPROVED BY:
	Tax for 1st Quarter of 2019						 CLARIZA V. LABARES CHIEF, BUSINESS TAX DIVISION CHA * * *
	INDIVIDUAL MF FEE		1,500.00	0	0.00	1,500.00	
	INDIVIDUAL MC FEE		1,500.00	0	0.00	1,500.00	
	PSI FEE		1,790.00	0	0.00	1,790.00	
	MEAT INSPECTION		0.00	0	0.00	0.00	
Sub Total:			1,226,699.18		0.00	1,226,699.18	PAYMENT RECEIVED BY: Schedule of Payments 1 st quarter payment on or before the twentieth (20 th) day of January 2 nd quarter payment on or before the twentieth (20 th) day of April 3 rd quarter payment on or before the twentieth (20 th) day of July, and 4 th quarter payment on or before the twentieth (20 th) day of October
TOTALS			1,226,699.18		0.00	1,226,699.18	

ASSESSED BY:
 EDGARDO I. GLEAN

RECOMMENDED BY: ATTY. MARIBERT Q. PAGENTE HEAD, BUSINESS PERMITS & LICENSING OFFICE	RECOMMENDING APPROVAL BY: MAR-LEN ABIGAIL S. BINAY CITY MAYOR	APPROVED BY:
---	---	------------------

FORM NO 053151

NAME OF TAXPAYER: PALMER - ASIA, INC.	BUSINESS ID: 9400446	MODE OF PAYMENT: 1 Quarter/s	DATE BILLED: 01/09/2019	STATUS: Renewal
RECEIVED BY:	DATE RECEIVED:	RELEASED BY:	DATE RELEASED:	AMOUNT TO BE PAID: 1,226,699.18

CLAIM STATEMENT FOR RENEWAL OF PERMIT

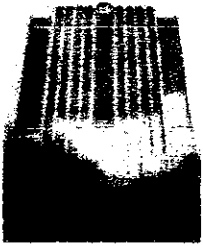
PALMER-ASIA INC.

CERTIFIED TRUE COPY

SIGN:

JAN 10 2019

MW



SCHEDULE OF DEADLINE FOR QUARTERLY PAYMENTS

2ND QTR APR 20, 2019 SATURDAY
8:00 AM To 5:00 PM

3RD QTR JUL 20, 2019 SATURDAY
8:00 AM To 5:00 PM

4TH QTR OCT 20, 2019 SUNDAY
8:00 AM To 5:00 PM

NO EXTENSION WILL BE ACCOMMODATED

Office of the City Treasurer
BUSINESS TAX DIVISION

PALMER - ASIA, INC.

9409446

1 Quarter/s

03/12/2019

Renewal

35-D E. DE LOS SANTOS AVE BANGKAL

PALMER - ASIA, INC.

Tax for 2nd quarter of 2019

CITY LICENSE						
I-N	IMPORTER	4,835,117.19	7,252.68	0	0.00	7,252.68
MSN	MANUFACTURER	71,131,493.64	93,360.09	0	0.00	93,360.09
PTD	GEN. MERCHANDISE-NO	583,851,417.26	1,094,721.41	0	0.00	1,094,721.41
SEC	INSTALLATION SERVIC	1,131,493.63	3,750.00	0	0.00	3,750.00
			1,199,084.18		0.00	1,199,084.18
GARBAGE FEE			2,025.00	0	0.00	2,025.00

Clariza V. Labares
CLARIZA V. LABARES
 OIC, BUSINESS TAX DIVISION

Sub Total 1,201,109.18

0.00 1,201,109.18 OIC, CITY TREASURER

Page :1/1

JESUSA E. CUNETA

1,201,109.18

ROSITA C. SORIANO ONE MILLION TWO HUNDRED ONE THOUSAND ONE HUNDRED NINE AND 18/100 Pesos Only



NOTE:

- *Please bring this copy to claim your next billing statement.
- *Please examine this billing statement immediately. If no discrepancy is reported prior to payment of this billing, the content of this statement will be considered correct.

PALMER-ASIA INC.
CERTIFIED TRUE COPY
 Makati, Mahalin Natin.
 SIGN: *Atin Ito.*



Handwritten signature or mark at the bottom right corner.


OFFICIAL RECEIPT
 Republic of the Philippines
City of Makati
OFFICE OF THE TREASURER


BUSINESS TAXES AND FEES DIVISION

Accountable Form No. 51 Revised January, 1992	ORIGINAL
DATE 04/22/2019	No. MKTCF 4016212


PAYOR PALMER - ASIA, INC.	4016212B1
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NATURE OF COLLECTION	FUND AND ACCOUNT CODE	AMOUNT
GARBAGE FEE		2,025.00
HN - Gross 4,835,117.19		7,252.68
MSN - Gross 71,131,493.64		93,360.09
RIN - Gross 583,551,417.26		1,094,721.41
SEU - Gross 1,131,433.63		3,750.00


AMOUNT IN WORDS 6/30 2019	1,201,109.13
ONE MILLION TWO HUNDRED ONE THOUSAND ONE HUNDRED NINE AND 10/100	

<input type="checkbox"/> CASH	DRAWEE BANK	NUMBER	DATE
<input type="checkbox"/> CHECK			
<input type="checkbox"/> MONEY ORDER			

RECEIVED THE AMOUNT STATED ABOVE.



MANUEL R. VASQUEZ
 COLLECTING OFFICER

Note: Write the number and date of this receipt on the back of check or money order received



PALMER-ASIA INC.

CERTIFIED TRUE COPY

SIGN: 

M



Reference No : 121900029768166
Date Filed : April 03, 2019 11:15 AM
Batch Number : 0

For BIR Use Only BCS/Item



1702-RT06/13P1

	Republika ng Pilipinas Kagawaran ng Pananalapi Kawanihan ng Rentas Internas	Annual Income Tax Return		BIR Form No. 1702-RT June 2013 Page 1
		For Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate <i>Enter all required information in CAPITAL LETTERS. Mark applicable boxes with an "X". Two Copies MUST be filed with the BIR and one held by the taxpayer.</i>		

1 For Calendar Fiscal	3 Amended Return?	4 Short Period Return?	5 Alphanumeric Tax Code (ATC)
2 Year Ended (MM/20YY)	Yes No	Yes No	IC055 Minimum Corporate Income Tax (MCIT)
12 2018			

Part I - Background Information			
6 Taxpayer Identification Number (TIN)	802 - 838 - 699 - 000	7 RDO Code	048
8 Date of Incorporation/Organization (MM/DD/YYYY)			
9 Registered Name (Enter only 1 letter per box using CAPITAL LETTERS) PALMER-ASIA INC.			
10 Registered Address (Indicate complete registered address) 33-D EDSA BANGKAL CITY OF MAKATI			
11 Contact Number	7297771	12 Email Address	mravanera@palmer-asia.com
13 Main Line of Business	MANUFACTURE OF OTHER CHEMICAL PRODUCTS, N.E.C		14 PSIC Code 2429
15 Method of Deductions Itemized Deductions (Section 34 (A-J), NIRC) Optional Standard Deduction (OSD) - 40% of Gross Income (Section 34(L), NIRC as amended by RA No. 9504)			

Part II - Total Tax Payable		<i>(Do NOT enter Centavos)</i>
16 Total Income Tax Due (Overpayment) (From Part IV Item 44)		9,030,832
17 Less: Total Tax Credits/Payments (From Part IV Item 45)		6,863,277
18 Net Tax Payable (Overpayment) (Item 16 Less Item 17) (From Part IV Item 46)		2,167,555
19 Add: Total Penalties (From Part IV Item 50)		0
20 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Item 18 and 19) (From Part IV Item 51)		2,167,555
21 If Overpayment, mark "X" one box only (Once the choice is made, the same is irrevocable)		
To be refunded <input checked="" type="checkbox"/> To be issued a Tax Credit Certificate (TCC) <input type="checkbox"/> To be carried over as tax credit next year/quarter <input type="checkbox"/>		

We declare under the penalties of perjury that the annual return has been made in good faith, verified by us, and to the best of our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. (If Authorized Representative, attach authorization letter and indicate TIN)

ANGE P. PALMIERY	
Signature over printed name of President/Principal Officer/Authorized Representative	Signature over printed name of Treasurer/Assistant Treasurer
Title of Signatory	Number of pages filed
	8

22 Community Tax Certificate (CTC) Number	SEC Reg No.	ASO9208681	23 Date of Issue (MM/DD/YYYY)	12/24/1992
24 Place of Issue	MANDALUYONG CITY		25 Amount, if CTC	0


Part III - Details of Payment				
Details of Payment	Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount
26 Cash/Bank Debit Memo				0
27 Check				0
28 Tax Debit Memo				0
29 Others (Specify Below)				0


Machine Validation/Revenue Official Receipts Details (if not filed with a bank or remittance bank)	CERTIFIED TRUE COPY	Stamp of the BIR Office and Date of Receipt (if O/S Signature Bank Teller's Initial)
		RECEIVED

SIGN:

APR 3 2019

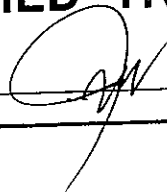
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Annual Income Tax Return		BIR Form No.	
Taxpayer Identification Number (TIN)		Registered Name	
002 - 838 - 699 - 000		PALMER-ASIA INC.	
Part IV - Computation of Tax (Do NOT enter Centavos)			
30 Net Sales/Revenues/Receipts/Fees (From Schedule 1 Item 6)		668,460,296	
31 Less: Cost of Sales/Services (From Schedule 2 Item 27)		544,741,139	
32 Gross Income from Operation (Item 30 Less Item 31)		123,719,163	
33 Add: Other Taxable Income Not Subjected to Final Tax (From Schedule 3 Item 4)		0	
34 Total Gross Income (Sum of Items 32 & 33)		123,719,163	
Less: Deductions Allowable under Existing Law			
35 Ordinary Allowable Itemized Deductions (From Schedule 4 Item 40)		93,616,391	
36 Special Allowable Itemized Deductions (From Schedule 5 Item 5)		0	
37 NOLCO (only for those taxable under Sec. 27(A to C); Sec. 28(A)(1) & (A)(6)(b) of the tax Code) (From Schedule 6A Item 6D)		0	
38 Total Itemized Deductions (Sum of Items 35 to 37)		93,616,391	
OR [in case taxable under Sec 27(A) & 28(A)(1)]			
39 Optional Standard Deduction (40% of Item 34)		0	
40 Net Taxable Income (Item 34 Less Item 38 OR 39)		30,102,772	
41 Income Tax Rate		30.0%	
42 Income Tax Due other than MCIT (Item 40 x Item 41)		9,030,832	
43 Minimum Corporate Income Tax (MCIT) (2% of Gross Income in item 34)		2,474,363	
44 Total Income Tax Due (Normal Income Tax in item 42 or MCIT in item 43, whichever is higher) (To part II Item 16)		9,030,832	
45 Less: Total Tax Credits/Payments (From Schedule 7 Item 12) (To Part II Item 17)		6,863,277	
46 Net Tax Payable (Overpayment) (Item 44 Less Item 45) (To Part II Item 18)		2,167,555	
Add Penalties			
47 Surcharge		0	
48 Interest		0	
49 Compromise		0	
50 Total Penalties (Sum of Items 47 to 49) (To part II Item 19)		0	
51 Total Amount Payable (Overpayment) (Sum Item 46 & 50) (To Part II Item 20)		2,167,555	
Part V - Tax Relief Availment (Do NOT enter Centavos)			
52 Special Allowable Itemized Deductions (30% of Item 36)		0	
53 Add: Special Tax Credits (From Schedule 7 Item 9)		0	
54 Total Tax Relief Availment (Sum of Items 52 & 53)		0	
Part VI - Information - External Auditor/Accredited Tax Agent			
55 Name of External Auditor/Accredited Tax Agent			
SILVESTRE A. MANALIGOD			
56 TIN		104 - 225 - 411 - 000	
57 Name of Signing Partner (If External Auditor is a Partnership)			
58 TIN			
59 BIR Accreditation No.		60 Issue Date (MM/DD/YYYY)	
07 - 000609 - 001 - 2019		02/22/2019	
		61 Expiry Date (MM/DD/YYYY)	
		02/22/2022	



PALMER-ASIA INC.

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Annual Income Tax Return	BIR Form No.	
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Taxpayer Identification Number (TIN)	Registered Name
002 -838 -699 -000	PALMER-ASIA INC.

Schedule 1 - Sales/Revenues/Receipts/Fees (Attach additional sheet/s, if necessary)	
1 Sale of Goods/Properties	668,460,296
2 Sale of Services	0
3 Lease of Properties	0
4 Total (Sum of Items 1 to 3)	668,460,296
5 Less: Sales Returns, Allowances and Discounts	0
6 Net Sales/Revenues/Receipts/Fees (Item 4 Less Item 5) (To Part IV Item 30)	668,460,296


Schedule 2 - Cost of Sales (Attach additional sheet/s, if necessary)


Schedule 2A - Cost of Sales (For those Engaged in Trading)	
1 Merchandise Inventory - Beginning	42,719,936
2 Add: Purchases of Merchandise	536,238,020
3 Total Goods Available for Sale (Sum of Items 1 & 2)	578,957,956
4 Less: Merchandise Inventory, Ending	34,215,823
5 Cost of Sales (Item 3 Less Item 4) (To Schedule 2 Item 27)	544,741,133

Schedule 2B - Cost of Sales (For those Engaged in Manufacturing)	
6 Direct Materials, Beginning	0
7 Add: Purchases of Direct Materials	0
8 Materials Available for Use (Sum of Items 6 & 7)	0
9 Less: Direct Materials, Ending	0
10 Raw Materials Used (Item 8 Less Item 9)	0
11 Direct Labor	0
12 Manufacturing Overhead	0
13 Total Manufacturing Cost (Sum of Items 10, 11 & 12)	0
14 Add: Work in Process, Beginning	0
15 Less: Work in Process, Ending	0
16 Cost of Goods Manufactured (Sum of Items 13 & 14 Less Item 15)	0
17 Finished Goods, Beginning	0
18 Less: Finished Goods, Ending	0
19 Cost of Goods Manufactured and Sold (Sum of Items 16 & 17 Less Item 18) (To Sched. 2 Item 27)	0

Schedule 2C - Cost of Services	
(For those Engaged in Services, indicate only those directly incurred or related to the gross revenue from rendition of services)	
20 Direct Charges - Salaries, Wages and Benefits	0
21 Direct Charges - Materials, Supplies and Facilities	0
22 Direct Charges - Depreciation	0
23 Direct Charges - Rental	0
24 Direct Charges - Outside Services	0
25 Direct Charges - Others	0
26 Total Cost of Services (Sum of Items 20 to 25) (To Item 27)	0

27 Total Cost of Sales/Services (Sum of Items 5, 19 & 26, if applicable) (To Part IV Item 31)	544,741,133
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Annual Income Tax Return	BIR Form No.	
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Taxpayer Identification Number (TIN)	Registered Name
002 -838 -699 -000	PALMER-ASIA INC.

Schedule 3 - Other Taxable Income Not Subjected to Final Tax (Attach additional sheet/s, if necessary)	
1	
2	
3	
4 Total Other Taxable Income Not Subjected to Final Tax (Sum of Items 1 to 3) (To Part IV Item 33)	0


Schedule 4 - Ordinary Allowable Itemized Deductions (Attach additional sheet/s, if necessary)	
1 Advertising and Promotions	
<i>Amortizations (Specify on Items 2, 3 & 4)</i>	
2	
3	
4	
5 Bad Debts	
6 Charitable Contributions	
7 Commissions	1,090,453
8 Communication, Light and Water	3,108,631
9 Depletion	
10 Depreciation	4,659,197
11 Director's Fees	
12 Fringe Benefits	
13 Fuel and Oil	5,499,246
14 Insurance	1,007,388
15 Interest	6,825,661
16 Janitorial and Messengerial Services	
17 Losses	
18 Management and Consultancy Fee	
19 Miscellaneous	861,677
20 Office Supplies	1,070,332
21 Other Services	
22 Professional Fees	2,684,950
23 Rental	1,289,105
24 Repairs and Maintenance - (Labor or Labor & Materials)	
25 Repairs and Maintenance - (Materials/Supplies)	1,527,892
26 Representation and Entertainment	2,355,103
27 Research and Development	
28 Royalties	
29 Salaries and Allowances	29,652,873

PALMER-ASIA INC.

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Annual Income Tax Return BIR Form No. 

Taxpayer Identification Number (TIN) 002 -838 -699 -000	Registered Name PALMER-ASIA INC.
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Schedule 4 - Ordinary Allowable Itemized Deductions (Continued from Previous Page)

30 Security Services	0
31 SSS, GSIS, Philhealth, HDMF and Other Contributions	8,057,051
32 Taxes and Licenses	6,878,313
33 Tolling Fees	0
34 Training and Seminars	2,489,444
35 Transportation and Travel	6,295,066
Others (Specify below; Add additional sheet(s), if necessary)	
36 DONATION	2,991,783
37 13TH MONTH PAY	2,318,250
38 EMPLOYEES BENEFIT	1,142,428
39 OTHERS	0
40 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 39) (To Part IV Item 35)	93,616,391

Schedule 5 - Special Allowable Itemized Deductions (Attach additional sheet/s, if necessary)

Description	Legal Basis	Amount
1		0
2		0
3		0
4		0
5 Total Special Allowable Itemized Deductions (Sum of Items 1 to 4) (To Part IV Item 36)		0

Schedule 6 - Computation of Net Operating Loss Carry Over (NOLCO)


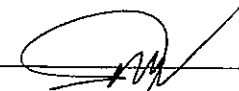
1 Gross Income (From Part IV Item 34)	0
2 Less: Total Deductions Exclusive of NOLCO & Deduction Under Special Law	0
3 Net Operating Loss (To Schedule 6A)	0

Schedule 6A - Computation of Available Net Operating Loss Carry Over (NOLCO)

Net Operating Loss		B) NOLCO Applied Previous Year
Year Incurred	A) Amount	
4	0	0
5	0	0
6	0	0
7	0	0

Continuation of Schedule 6A (Item numbers continue from the table above)

C) NOLCO Expired	D) NOLCO Applied Current Year	E) Net Operating Loss (Unapplied)
4	0	0
5	0	0
6	0	0
7	0	0
8 Total NOLCO (Sum of Items 4D to 7D) (To Part IV Item 37)	0	0

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Annual Income Tax Return

BIR Form No.



Taxpayer Identification Number (TIN)			Registered Name
002	838	-699	L-000 PALMER-ASIA INC.

Schedule 7 - Tax Credits/Payments (attach proof) (Attach additional sheets, if necessary)

1	Prior Year's Excess Credits Other Than MCIT	0
2	Income Tax Payment under MCIT from Previous Quarter/s	0
3	Income Tax Payment under Regular/Normal Rate from Previous Quarter/s	0
4	Excess MCIT Applied this Current Taxable Year (From Schedule 8 Item 4F)	2,134,281
5	Creditable Tax Withheld from Previous Quarter/s per BIR Form No. 2307	0
6	Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter	3,742,967
7	Foreign Tax Credits, if applicable	955,029
8	Tax Paid in Return Previously Filed, if this is an Amended Return	0
9	Special Tax Credits (To Part V Item 53)	0
	Other Credits/Payments (Specify)	0
10		
11		0
12	Total Tax Credits/Payments (Sum of Items 1 to 11) (To Part IV Item 45)	6,863,277

Schedule 8 - Computation of Minimum Corporate Income Tax (MCIT)


Year	A) Normal Income Tax as Adjusted	B) MCIT	C) Excess MCIT over Normal Income Tax
1	0	0	0
2	0	0	0
3	0	0	0

Continuation of Schedule 8 (Line numbers continue from table above)

	D) Excess MCIT Applied/Used for Previous Years	E) Expired Portion of Excess MCIT	F) Excess MCIT Applied this Current Taxable Year	G) Balance of Excess MCIT Allowable as Tax Credit for Succeeding Year/s
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	Total Excess MCIT (Sum of Column for Items 1F to 3F) (To Schedule 7 Item 4)			0

Schedule 9 - Reconciliation of Net Income per Books Against Taxable Income (Attach additional sheets, if necessary)

1	Net Income/(Loss) per books	21,071,940
	Add: Non-deductible Expenses/Taxable Other Income	
2	INCOME TAX EXPENSE	
3		9,030,832
4	Total (Sum of Items 1 to 3)	0
	Less: A) Non-taxable Income and Income Subjected to Final Tax	30,102,772
5		
6		0
	B) Special Deductions	
7		
8		0
9	Total (Sum of Items 5 to 8)	0
10	Net Taxable Income (Loss) (Item 4 Less Item 9)	30,102,772


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Annual Income Tax Return BIR Form No. 

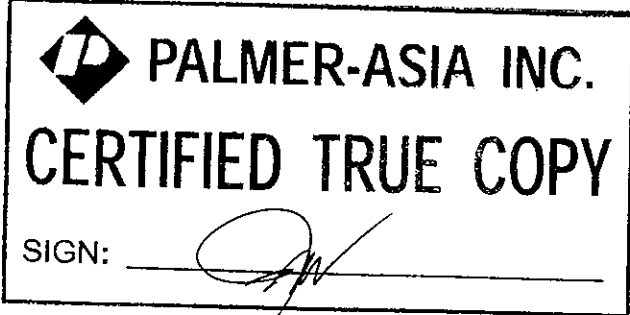
Taxpayer Identification Number (TIN)	Registered Name
002 - 838 - 699 - 000	PALMER-ASIA INC.

Schedule 10 - BALANCE SHEET

Assets	
1 Current Assets	228,571,267
2 Long-Term Investment	0
3 Property, Plant and Equipment - Net	22,618,092
4 Long-Term Receivables	0
5 Intangible Assets	0
6 Other Assets	0
7 Total Assets (Sum of Items 1 to 6)	249,189,359
Liabilities and Equity	
8 Current Liabilities	14,922,466
9 Long-Term Liabilities	0
10 Deferred Credits	0
11 Other Liabilities	99,675,776
12 Total Liabilities (Sum of Items 8 to 11)	114,598,244
13 Capital Stock	9,000,000
14 Additional Paid-in Capital	0
15 Retained Earnings	125,591,115
16 Total Equity (Sum of Items 13 to 15)	134,591,115
17 Total Liabilities and Equity (Sum of Items 12 & 16)	249,189,359

Schedule 11- Stockholders Partners Members Information (Top 20 Stockholders, partners or Members)
(On column 3 enter the amount of capital contribution and on the last column enter the percentage this represents on the entire ownership)

REGISTERED NAME	TIN	Capital Contribution	% to Total
ANGEL PALMIERY	136 - 490 - 000 - 000	5,162,500	60



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Annual Income Tax Return	BIR Form No.	
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Schedule 12 - Supplemental Information (Attach additional sheet/s, if necessary)

I) Gross Income/Receipts Subjected to Final Withholding	A) Exempt	B) Actual Amount/Fair Market Value/Net Capital Gains	C) Final Tax Withheld/Paid
1 Interests	0	0	0
2 Royalties	0	0	0
3 Dividends	0	0	0
4 Prizes and Winnings	0	0	0

II) Sale/Exchange of Real properties	A) Sale/Exchange #1	B) Sale/Exchange #2
5 Description of Property (e.g. land, improvement, etc.)		
6 OCT/TCT/CCT/Tax Declaration No.		
7 Certificate Authorizing Registration (CAR) No.		
8 Actual Amount/Fair Market Value/Net Capital Gains		
9 Final Tax Withheld/Paid		

III) Sale/Exchange of Shares of Stock	A) Sale/Exchange #1	B) Sale/Exchange #2
10 Kind(PS/CS)/Stock Certificate Series No.		
11 Certificate Authorizing Registration (CAR) No.		
12 Number of Shares		
13 Date of issue (MM/DD/YYYY)		
14 Actual Amount/Fair Market Value/Net Capital Gains		
15 Final Tax Withheld/Paid		

IV) Other Income (Specify)	A) Other Income #1	B) Other Income #2
16 Other Income Subject to Final Tax Under Sections 57(A)/127 /others of the Tax Code, as amended (Specify)		
17 Actual Amount/Fair Market Value/Net Capital Gains		
18 Final Tax Withheld/Paid		

19 Total Final Tax Withheld Paid (Sum of Items 1C to 4C, 9A, 9B, 15A, 15B, 18A & 18B) 0

Schedule 13 - Gross Income/Receipts Exempt from Income Tax

1 Return of Premium (Actual Amount/Fair Market Value) 0

I) Personal/Real Properties Received thru Gifts, Bequests, and Devices	A) Personal/Real Properties #1	B) Personal/Real Properties #2
2 Description of Property (e.g. land, improvement, etc.)		
3 Modes of Transfer (e.g. Donation)		
4 Certificate Authorizing Registration (CAR) No.		
5 Actual Amount/Fair Market Value		

II) Other Exempt Income/Receipts	A) Other Exempt Income #1	B) Other Exempt Income #2
6 Other Exempt Income/Receipts Under Sec. 32 (B) of the Tax Code, as amended (Specify)		
7 Actual Amount/Fair Market Value/Net Capital Gains		

8 Total Income Receipts Exempt From Income Tax (Sum of Items 1, 5A, 5B, 7A & 7B) 0

PALMER ASIA INC.

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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

FILING REFERENCE NO.

TIN	: 002-838-699-000
Name	: PALMER-ASIA INC. ✓
RDO	: 048
Form Type	: 1702
Reference No.	: 121900029768168 ✓
Amount Payable (Over Remittance)	: 2,167,555.00
Accounting Type	: C - Calendar
For Tax Period	: 12/31/2018
Date Filed	: 04/03/2019
Tax Type	: IT

Proceed to Payment

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 PALMER-ASIA INC.
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Republika ng Pilipinas
Kagawaran ng Pananalapi
Kawanihan ng Rentas Internas

eFPS Payment Form

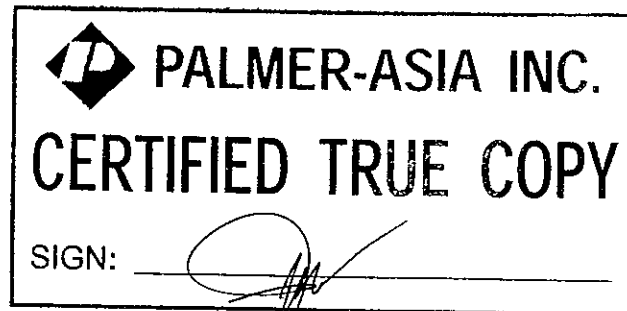
Filing Reference Number	:	12190002976816E
Taxpayer Identification Number	:	002 - 838 - 699 - 000
RDO Code	:	048
Taxpayer's Name	:	PALMER-ASIA INC.
Return Period	:	12/31/2018 Qtr : 0
Tax Type	:	IT
Amount Due (Php)	:	2,167,555.00
Payment Transaction Number (Transaction Log Number)	:	198281588
Payment Transaction Date	:	04/11/2019
eFPS MODE OF PAYMENT	:	Bank Transfer
Transacting Bank (Authorized Agent Bank)	:	015000 - MBTC(HEAD OFFICE)
Amount	:	2,167,555 00

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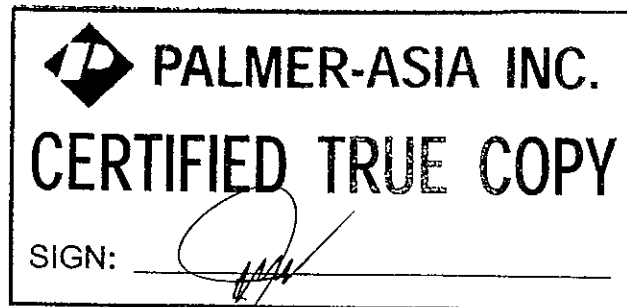
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Transaction Acknowledgement

Your Tax Payment Request Instruction with Transaction Reference No. **269-280-190411-00117** has been successfully submitted for authorization.

Transaction Reference No.	269-280-190411-00117
Taxpayer's Name	PALMER-ASIA INC.
TIN and Branch Code	002-838-699-000
RDO Code	048
Filing Reference Number	121900029768166
Payment Transaction No.	198281588
Tax Type	IT
Tax Return Period	31 Dec 2018
Amount Due	PHP 2,167,555.00
Payment Amount	PHP 2,167,555.00
Transacting Bank Code	015000
Depository Bank Code	015000
Payment Mode	Immediate
Status	To Be Authorized
Account to be debited	280-3-280-50659-2 (PALMER 3)
Rush	No
Particulars	BIR Annual ITR Year 2018

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[View Tax Payment Status](#) | [Update Processed Tax Payment](#)

Transaction Acknowledgement

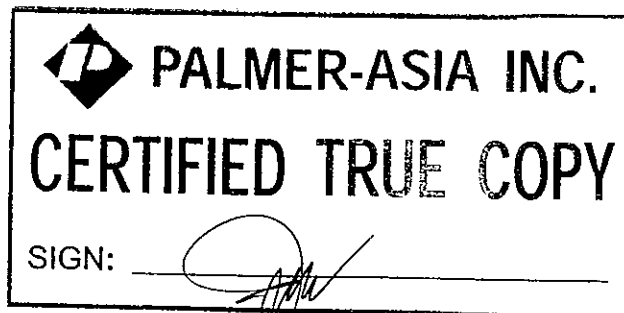
The Tax Payment Instruction with Transaction Reference No. 269-280-190411-00117 has been authorized and authorization rule is satisfied. The transaction has been completed.

Transaction Reference No.	269-280-190411-00117
Taxpayer's Name	PALMER-ASIA INC.
TIN and Branch Code	002-838-699-000
RDO Code	048
Filing Reference Number	121900029768166
Payment Transaction No.	198281588
Tax Type	IT
Tax Return Period	31 Dec 2018
Amount Due	PHP 2,167,555.00
Payment Amount	PHP 2,167,555.00
Transacting Bank Code	015000
Depository Bank Code	015000
Payment Mode	Immediate
Status	Completed
Account to be debited	280-3-280-50659-2 (PALMER 3)
Rush	No
Particulars	BIR Annual ITR Year 2018

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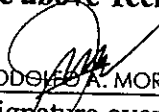
	<p>1.7 The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours;</p>	"COMPLY"
	<p>1.8 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD at the end of the contract;</p>	"COMPLY"
	<p>1.9 The Supplier shall issue a monthly certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition;</p>	"COMPLY"
	<p>1.10 The Supplier shall provide an on-call personnel with the following qualifications:</p> <ul style="list-style-type: none"> a) Registered Mechanical Engineer <ul style="list-style-type: none"> •Valid Professional Regulation Commission license b) Safety Officer <ul style="list-style-type: none"> •Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE) <p><i>Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation;</i></p>	"COMPLY"
	<p>1.11 The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting relative to sprinkler system;</p>	"COMPLY"
	<p>1.12 All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider;</p>	"COMPLY"
	<p>1.13 The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD.</p>	"COMPLY"

[Handwritten signatures]

2	PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH THE REVISED FIRE CODE OF THE PHILIPPINES															
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I hereby certify to comply with all the above Technical Specifications.

PALMER - ASIA INC.
Name of Company/Bidder


RODOLFO A. MORELOS
Signature over Printed Name of Representative

June 14, 2019
Date





SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

ITEM	DESCRIPTION	DELIVERY SCHEDULE
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, May 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Submission of work schedule	Within seven (7) working days after issuance of the Notice to Proceed (NTP)
3	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the Revised Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/plan
4	Submission of standard monthly and quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
5	Provision of on-call Mechanical Engineer and Safety Officer	As the need arises

I hereby certify to comply and deliver all the above requirements.

PALMER - ASIA INC.
Name of Company/Bidder

RODOLFO MORELOS
Signature over Printed Name of Representative

June 14, 2019
Date





CERTIFICATION


I, **ANGEL P. PALMIERY**, President/CEO, of Palmer-Asia Inc. with office address at No. 33 EDSA Bangkal Makati City, hereby certifies:

1. That our company is a:

➤ **MANUFACTURER / SUPPLIER / DISTRIBUTOR / CONTRACTOR**

under the business name, **PALMER-ASIA INC.**, duly registered at Security and Exchange Commission with SEC Registration No. ASO92-08681 issued on December 24, 1992 and with valid Philippine Contractors Accreditation Board (PCAB) License No.: 22015 issued on November 29, 1996;

2. That our main office is at 33 EDSA Bangkal, Makati City and our manufacturing plant is located at 10 Sampaguita Ave, UPS IV, Brgy Marcelo Green, West Service Road, Sucat, Parañaque City;
3. That our offices are ISO 9001:2015 certified by **TUV RHEINLAND** under certificate number 01 100 1432565;
4. That our company has specialized in Fire Protection System such as design, supply, installation and maintenance of Fire Suppression Systems, Fire Sprinkler Systems and Fire Detection and Alarm System;
5. That our company has more than five (5) years experience as service provider of Fire Sprinkler System in the industry,
6. That our company has a team of technicians with all have technical support capabilities and that are ready to be of service 24 x 7;
7. That this statement is being executed in compliance with the Technical Specification documentary requirement of the **Department of Budget and Management** for the **Preventive Maintenance of Fire Sprinkler System**.


ANGEL P. PALMIERY
President / CEO

PALMER MANUFACTURING BUILDING
No. 10 Sampaguita Ave., UPS IV Bgy Marcelo Green
West Service Rd., Parañaque City 1700 M.M., Philippines
Phones: (632) 823.2998; 824.2718; 824.4173; 824.3137
Fax: (632) 824.3168; 824.4109

PALMER MAKATI SALES OFFICE
33 EDSA Bangkal, Makati City 1233, M.M. Philippines
Phones: (632) 729.7771 to 73 • 889.5213 • 889.1374
Fax: (632) 729.7774 • 889.1487

PALMER-ASIA CENTER
Km 19 East Service Road, Bgy. San Martin de Porres,
Parañaque City 1700 Metro Manila, Philippines
Telefax: (632) 837.0141

Certificate

Standard **ISO 9001:2015**

Certificate Registr. No. 01 100 1432565

Certificate Holder:



Palmer-Asia, Inc.
33 EDSA Bangkal, Makati City,
1233 Metro Manila Philippines

including the locations according to annex

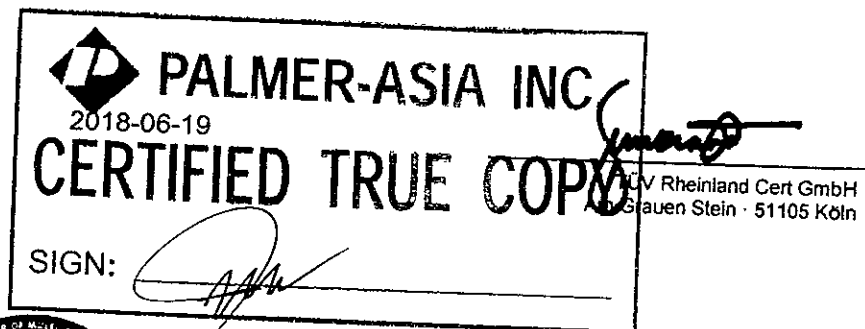
Scope:

Manufacturing and refilling of fire extinguishers; sales and distribution of contracted firefighting, fire protection equipment, rescue equipment, fire and rescue vehicles; manufacture of fire trucks, ambulances and rescue vehicles; design, supply, installation and maintenance of fire suppression systems, fire detection and alarm systems, closed circuit television and security systems for residential, commercial, industrial and marine applications; sales, distribution and servicing of marine life saving and safety equipment and related products.

Proof has been furnished by means of an audit that the requirements of ISO 9001:2015 are met.

Validity:

The certificate is valid from 2018-06-19 until 2020-09-01.



www.tuv.com



DAKKS

Deutsche
Akkreditierungsstelle
D-ZM-16031-01-00



TÜVRheinland®
Precisely Right.


Annex to certificate

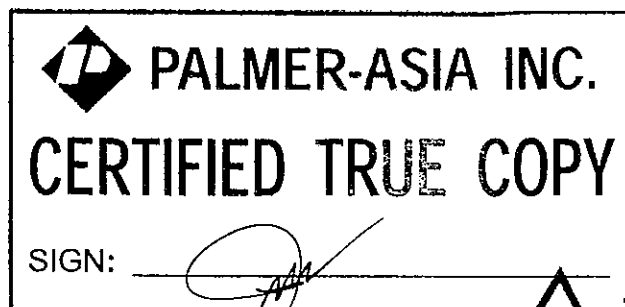
Standard **ISO 9001:2015**

Certificate Registr. No. 01 100 1432565

No.	Location	Scope
/01	Palmer Makati Sales Office (PMS) 33 EDSA Bangkal, Makati City, 1233 Metro Manila Philippines	Sales of firefighting equipment, fire protection equipment, design, estimate, supply, installation and maintenance of fire suppression, fire detection and alarm systems.
/02	Palmer Manufacturing Building (PMB) No. 10 Sampaguita Ave., UPS IV West Service Road, Brgy. Marcelo Green, Sucat, Paranaque City, Metro Manila Philippines	Manufacturing and refilling of fire extinguishers. Manufacture, sales and servicing of fire trucks, ambulances, rescue vehicles and rescue equipment. Sales, installation and servicing of closed circuit television and security systems for residential, commercial and industrial applications
/03	Palmer Asia Center (PAC) Km 19 East Service Rd. Brgy. San Martin de Porres, Sucat Paranaque City, 1700 Metro Manila Philippines	Sales and servicing of marine life saving and fire safety equipment.

2018-06-19


TUV Rheinland Cert GmbH
Am Gröben Stein · 51105 Köln



Page 1 of 1



Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY / MUNICIPALITY OF City of Makati) S.S.

AFFIDAVIT

I, **RODOLFO A. MORELOS**, of legal age, married, Filipino, and residing at Bagong Pag-asa, Quezon City, after having been duly sworn to in accordance with law, do hereby depose and state that:

1. I am the duly authorized and designated representative of **Palmer-Asia Inc.** with office address at 33 EDSA Bangkal, Makati City;
2. 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 **Preventive Maintenance of Fire Sprinkler System** by the **Department of Budget and Management** as shown in the attached duly notarized Secretary Certificate,
3. **Palmer-Asia Inc.** 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;
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. **Palmer-Asia Inc.** is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers, directors, and controlling stockholders of **Palmer-Asia Inc.** 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. **Palmer-Asia Inc.** complies with existing labor laws and standards; and
8. **Palmer-Asia Inc.** is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for **Preventive Maintenance of Fire Sprinkler System**;

9. **Palmer-Asia Inc.** 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.

IN WITNESS WHEREOF, I have hereunto set my hand this JUN 14 2019 day of _____ at Makati City, Philippines.


RODOLEO MORELOS

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this JUN 14 2019 day of _____ at the City/Municipality of Makati, Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me his TIN card with his photograph and signature appearing thereon, with no.: 158-372-863-000 and his Community Tax Certificate No. 04187280 issued on January 30, 2019 at Makati City.

JUN 14 2019

Witness my hand and seal this _____ day of _____

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

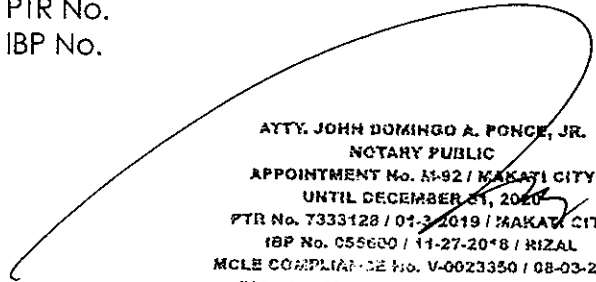
Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No.

IBP No.

Doc. No. 273
Page No. 57
Book No. 148
Series of 2019


ATTY. JOHN DOMINGO A. PONCE, JR.
NOTARY PUBLIC
APPOINTMENT No. M-92 / MAKATI CITY
UNTIL DECEMBER 31, 2020
PTR No. 7333128 / 01-3-2019 / MAKATI CITY
IBP No. 058600 / 11-27-2018 / RIZAL
MCLE COMPLIANCE No. V-0023350 / 08-03-2016
ROLL No. 28452 / TIN No. 108-098-102-000
Unit G-14 Makati Executive Tower 3
Sen. Gil Puyat Avenue, Pio del Pilar,
Makati City, Metro Manila



AUTHORITY OF SIGNATORY

SECRETARY CERTIFICATE

I, Pedro Mervin N. Distor, a duly elected and qualified Corporate Secretary of Palmer-Asia Inc., a corporation duly organized and existing under and by virtue of the law of the Republic of the Philippines, DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on June 13, 2019 at which meeting a quorum was present and acting throughout, the following resolutions were approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that Palmer-Asia Inc. be, as it hereby is, authorized to participate in the bidding for the Preventive Maintenance of Fire Sprinkler System by the Department of Budget and Management; and that if awarded the project shall enter into a contract with the Department of Budget and Management and in connection therewith hereby appoint Angel P. Palmiery or Jonathan G. Padilla or Rodolfo A. Morelos acting as duly authorized and designated representatives of Palmer-Asia Inc., is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent Palmer-Asia Inc. in the bidding as fully and effectively as the Principal might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

RESOLVED FURTHER THAT, the Palmer-Asia Inc. hereby authorizes the President to:

- (1) execute a waiver of jurisdiction whereby the Palmer-Asia Inc. hereby submits itself to the jurisdiction of the Philippine government and hereby waives its right to question the jurisdiction of the Philippine courts;
- (2) execute a waiver that the Palmer-Asia Inc. shall not seek and obtain writ of injunctions or prohibition or restraining order against the DBM or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of award of a contract to a successful bidder, and the carrying out of the awarded contract.

WITNESS the signature of the undersigned as such officer of the said company this ___ day of JUN 14 2019


Pedro Mervin N. Distor
(Corporate Secretary)

ACKNOWLEDGMENT

JUN 14 2019

SUBSCRIBED AND SWORN TO before me this ___ day of _____, at Makati City, Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me his Driver's License and Company ID with his photograph and signature appearing thereon, with No. N03-17-021769 issued on July 31, 2017 at LTO, Quezon City.

Doc. No. 277
Page No. 57
Book No. 148
Series of 2019

ATY. JOHN DOMINGO A. PONCE, JR.
NOTARY PUBLIC
APPOINTMENT No. M-92 / MAKATI CITY
UNTIL DECEMBER 31, 2020
PTR No. 7333128 / 01-3-2019 / MAKATI CITY
IBP No. 055200 / 11-27-2018 / RIZAL
NCLE COMPLIANCE No. V-0623350 / 08-03-2015
ROLL No. 36452 / TIN No. 106-089-102-009
Unit G-14 Makati Executive Tower 3
Sen. Gil Puyat Avenue, Pio del Pilar,
Makati City, Metro Manila.

NOTARY PUBLIC



**JOINT VENTURE
AGREEMENT**

- NOT APPLICABLE -





Detail Tracking Report

Reference Number	6244323	Creation Date	10/06/2019
Control No	2019-039	Publish Date	11/06/2019
Title	Preventive Maintenance of Fire Sprinkler	Closing Date	14/06/2019, 03:00PM
Organization Name			

Order Statistics

Delivered	0
On-Hold	0
In-Progress	5
Total	5

Notice History

Version	Doc No. (Purchase Order)	Status	Closed
0	N/A	Active	14/06/2019 03:00PM
1	N/A	Closed	14/06/2019 03:00PM

Document/Attachments History

Document Name	Document Type	Category	Format	File Name	Created	Category Comment	Print
rfq preventive maintenance fire sprinkler	Electronic	Specifications	A4	rfq preventive maintenance of fire sprinkler_20190	10/06/2019		

Opportunity Request List

PALMER-ASIA INC.
M.P.M. SAFETY INDUSTRIES CO.
METDRIE TRADING
DACRISDEEK ENTERPRISES
EMA ENERGYSOLUTIONS ENTERPRISES

User ID	User Name	Organization	Address	Phone	Fax	Auto-Update	Date Sent	Document Name	Order Number	Ordered	Delivery Method	Collected By	Approved
apalmery	Angel P Palmery	PALMER-ASIA INC.	33 Epifanio delos Santos Avenue, Bangkal, Makati City Metro Manila Philippines 1233	63-2-7297771 Ext.73		Yes	11/06/2019	rfq preventive maintenance fire sprinkler	9114804	11/06/2019	Download		
rfernandez11	Rene Siojo	M.P.M. SAFETY INDUSTRIES CO.	127 D. Aquino St. 8th Avenue, Grace Park Caloocan City Metro Manila Philippines	63-2-3342602 63-2-3341397		Yes	11/06/2019	rfq preventive maintenance fire sprinkler	9115018	11/06/2019	Download		
mpalsimon	Marites Francisco Palsimon	METDRIE TRADING	Block 13 Lot 21 La Brezza Subd. Pantoc Meycauyan City Bulacan Philippines	63-02-8611373		Yes	13/06/2019	rfq preventive maintenance fire sprinkler	9122396	13/06/2019	Download		
ibulafakaw	Irma francisco bulafakaw	DACRISDEEK ENTERPRISES	#69 Vallarta St., Pulong Munti, San Isidro Nueva Ecija San Isidro Nueva Ecija Philippines	63-2-5145521		Yes	13/06/2019	rfq preventive maintenance fire sprinkler	9124702	13/06/2019	Download		
dsuarez9	Danilo Jose Tabisaura Suarez	EMA ENERGYSOLUTIONS ENTERPRISES	No. 5 Bluehouse, Roman Highway, Brgy. Alas asin Mariveles Bataan Philippines 2105	63-2-3591022		Yes	11/06/2019	rfq preventive maintenance fire sprinkler	9115484	11/06/2019	Download		



RFQ (Preventive Maintenance of Fire Sprinkler)

ELLEN MAE A. ESTIPONA <eestipona@dbm.gov.ph>

Thu, Jun 13, 2019 at 1:55 PM

Bcc: Rodolfo Morelos <rmorelos@palmer-asia.com>, abby@pyroasia2010.com, sales@tfsti.com, cherrygeronimo@loxon.com.ph, theresa@pyroasia2010.com, Rael_RISE88@yahoo.com, mpanoy@palmer-asia.com, sales@alarmsystems.ph, liezel@atlanticafiresafety.com, agsi0997@yahoo.com, masifire@compass.com.ph, rbea.asisi@gmail.com, Metdrie Trading <metdrietrad@rocketmail.com>

Greetings!

We are inviting you to join the bidding for Small Value Procurement on the following project:

Preventive Maintenance of Fire Sprinkler System

ABC: Php 900,000.00

Deadline of submission: on or before 3:00 PM of June 14, 2019

Delivery Term: July 1, 2019 - December 31, 2019

Interested bidders/suppliers are required to submit their:

- Current / Latest Mayor's Permit / Business Permit
- Latest Income/Business Tax Return (for ABCs above P 500,000)
- Philgeps Registration Certificate Number
- Omnibus Sworn Statement (for ABCs above P 50,000)
- Authority of the Signatory (SPA / Secretary's Certificate)
- Price Quotation Form (Annex "A")
- Other requirements per attached document/ RFQ

Should you have questions please don't hesitate to call us 657-3300 local 3115 / 3117 or email me eestipona@dbm.gov.ph. If you are unable to access the PHILGEPs posting, you may check our website www.dbm.gov.ph to download documents needed or email me at eestipona@dbm.gov.ph

Thank you,

ELLEN MAE A. ESTIPONA

*Procurement Management Division
Administrative Service
Department of Budget and Management
Telephone Number: 657 - 3300 loc 3115
Cellphone Number: +(632) 999 - 228 6934
Email Address: eestipona@dbm.gov.ph*

 RFQ - PM - Fire Sprinkler.pdf
810K



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *“Preventive Maintenance of Fire Sprinkler System”* for **FY 2019**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of Project : *“Preventive Maintenance of Fire Sprinkler System”*

Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)

Specifications : See the attached Annex “A” for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : July 1, 2019 to December 31, 2019

Interested suppliers are required to submit their valid and current Mayor’s Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor’s/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is *on or before 3:00 pm of June 14, 2019* at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service 

**CHECKLIST OF ELIGIBILITY AND TECHNICAL
DOCUMENTS FOR SUBMISSION**

Class "A" Documents

(3) Legal Documents

- PhilGEPS Registration Number
- Mayor's/ Business Permit
Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.
- Income/ Business Tax Return (For ABCs above P500K)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number.

(4) Technical Documents

- Omnibus Sworn Statement
- Authority of the Signatory

Class "B" Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.



PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> • Preventive Maintenance of Fire Sprinkler System for the period, July 1, 2019 – to December 31, 2019. • Please see attached annexes for the <i>Technical Specifications and Schedule of Requirements</i> 	1 lot		

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

 Name of Company

 Contact No.

TECHNICAL SPECIFICATIONS
Preventive Maintenance of Fire Sprinkler System

Bidders must state here either "*Comply*" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

ITEM	DESCRIPTION	STATEMENT OF COMPLIANCE
1	SERVICE LEVEL AGREEMENT	PRICE
	<p>1.1 The Supplier must have five (5) years of experience as service provider of Fire Sprinkler System, ISO 9001:2015 and compliant with applicable industry standard;</p> <p>1.2 The proposal shall cover the six (6) month contract implementation , in accordance with the Revised Fire Code of the Philippines;</p> <p>1.3 The Supplier shall submit the proposed monthly and quarterly work schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD);</p> <p>1.4 The Supplier shall conduct the preventive maintenance including visual inspection, testing and diagnosis of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the approved work schedule/plan;</p> <p>1.5 The Supplier shall submit monthly, and quarterly accomplishment reports together with the preventive maintenance checklists to the AS-GSD including detailed description of defects/malfunctioning found in the System;</p> <p>1.6 The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work;</p>	



1.7 The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours;

1.8 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD at the end of the contract;

1.9 The Supplier shall issue a monthly certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition;

1.10 The Supplier shall provide an on-call personnel with the following qualifications:

- a) Registered Mechanical Engineer
 - Valid Professional Regulation Commission license
- b) Safety Officer
 - Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE)

Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation;

1.11 The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting relative to sprinkler system;

1.12 All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider;

1.13 The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD.

2	PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH THE REVISED FIRE CODE OF THE PHILIPPINES															
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I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date



SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

ITEM	DESCRIPTION	DELIVERY SCHEDULE
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, July ^{September} 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Submission of work schedule	Within seven (7) working days after issuance of the Notice to Proceed (NTP)
3	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the Revised Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/plan
4	Submission of standard monthly and quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
5	Provision of on-call Mechanical Engineer and Safety Officer	As the need arises

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Representative

Date



Omnibus Sworn Statement

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 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 of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

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 and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

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;

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]*s 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: I am 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 (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 following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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.

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

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. ___, [date issued], [place issued]
IBP No. ___, [date issued], [place issued]

Doc. No. ____
Page No. ____
Book No. ____
Series of ____

Code (PAP)	Procurement Program/Project	PHO/End-User	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget PHP			Remarks (Brief Description of Program/Project)
			Advs/Post of (BIRE)	SubOpen of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010001	Supply and Delivery of Conference Bags					GoP				Procurement of 2,500 pcs. of Conference/Laptop Bags	
	Supply and Delivery of Notebooks and Pens					GoP				Procurement of 3,000 pcs of notebooks and ball pens.	
	Supply and Delivery of Collar Pins					GoP				Procurement of 250 pcs. of collar pins.	
	Supply and Delivery of Powerbanks					GoP				Procurement of 250 pcs of powerbanks	
100010001	Supply and Delivery of Jackets	PHO/End-User: OCP and PCC Secretariat	1-Feb-19	8-Feb-19	8-Feb-19	GoP	965,000.00	965,000.00		Procurement of 1,500 pcs of jackets	
D. Utilities											
100010001	Petroleum, Oil and Lubricants	AS	29-Nov-18	6-Dec-18	9-Dec-18	GoP	6,439,000.00	6,439,000.00		Supply of petroleum, oil, and lubricants of the DBM Central Office and Regional Offices.	
100010001	Supply and Delivery of Drinking Water	AS	15-Dec-18	22-Dec-18	22-Dec-18	GoP	700,000.00	700,000.00		This reflects the change in the mode of procurement as a result of 2 labeled biddings. Supply and Delivery of Drinking Water with Hot and Cold Dispenser for CO 2019	
E. Telecommunication Services											
100010001	Telecommunication Services	ICTSS	18-Feb-19	2-Mar-19	12-Mar-19	GoP	10,000,000.00	10,000,000.00		Provision for Telecommunication Link Services (data, network, voice, internet) among DBM Offices (DBM-CO and DBM-ROs) for 2019-2020. Based on the current contract, price with upgrade on the MPLS and internet with add on for the backup internet of ROs.	
100010001	Data Plan with Tablet for DBM Senior Officials	AS	24-Mar-19	27-Mar-19	1-Apr-19	GoP	570,000.00	570,000.00		This supersedes the Indicative Annual Procurement Plan, dated July 20, 2018, to reflect the change in the schedule of procurement for Unmanned wireless broadband connections for DBM offices	
F. Advertising Expenses											
100010001	Publication/Posting of Notices to Intendees/Gazettes for the 1st Quarter	AS				GoP	687,500.00	687,500.00		Publication requirements of the DBM Central Office	
100010001	Publication/Posting of Notices to Intendees/Gazettes for the 2nd Quarter	AS				GoP	687,500.00	687,500.00		Publication requirements of the DBM Central Office	
100010001	Publication/Posting of Notices to Intendees/Gazettes for the 3rd Quarter	AS				GoP	687,500.00	687,500.00		Publication requirements of the DBM Central Office	
100010001	Publication/Posting of Notices to Intendees/Gazettes for the 4th Quarter	AS				GoP	687,500.00	687,500.00		Publication requirements of the DBM Central Office	
G. Subscription Expenses											
100010001	Daily Subscription of Newspapers	AS	18-Mar-19	25-Mar-19	25-Mar-19	GoP	400,000.00	400,000.00		Daily subscription of newspapers	
100010001	Subscription of Magazine including Online Subscription	AS	18-Mar-19	25-Mar-19	25-Mar-19	GoP	200,000.00	200,000.00		Subscription of magazines including online subscription	
100010001	Magazine Subscription	BITSS	15-Dec-18	22-Dec-18	22-Dec-18	GoP	31,070.00	31,070.00		Subscription of magazines for the DBM Library	
H. Repair and Maintenance											
100010001	Preventive Maintenance for Kodak Scanners	AS	N/A	N/A	1-May-19	GoP	204,300.00	204,300.00		Preventive maintenance for the Kodak Scanners 4600 and 1320 series.	
100010001	Preventive Maintenance of Fire Sprinkler	AS	11-Nov-18	2-Dec-18	17-Dec-18	GoP	900,000.00	900,000.00		Maintenance of the fire sprinkler system in the DBM Central Office	
										This reflects the change in the project title and the mode of procurement, as this project is stated as "Comprehensive Maintenance of Fire Safety System (Automatic Fire Sprinkler System, Fire Detection and Alarm System and Fire Extinguishers)" in the Indicative Annual Procurement Plan, dated July 20, 2018.	



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO ST., SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CHECKLIST¹

The PPMP shall be submitted with the following documents:

- Memorandum from the end-user unit, specifying the nature of the request, the budget estimate and other pertinent details, duly endorsed by the DBM-Finance Service.
1. Terms of Reference:
 - o Project background (nature, participants)
 - o Technical Specifications/Scope of Work
 - o Schedule of Requirements
 - o Payment Details (one time payment or in tranches)
2. Basis of Approved Budget of the Contract
 - o Abstract of Quotations
 - o Market Research (at least 3 quotations)
- Designation of an End-user Representative (EUR)²
 Name: *Engr. Argee M. Sta Barbara*
 Position: *OLC - Chief Administrative Officer*
- Certificate of Due Diligence

Submitted by:

Engr. Argee M. Sta Barbara
 Signature over Printed Name

5/30/19
 Date

Received by:

 Signature over Printed Name

 Date

¹ The DBM-BAC Secretariat shall not accept incomplete submissions; in such event, the PPMP, along with the attached documents, shall be automatically returned to the end-user unit for full compliance.

² The EUR, occupying a DBM plantilla position, should have technical expertise relevant to the procurement at hand. The EUR has to attend all BAC activities pertaining to the project.



ANNEX B

**REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA**

CERTIFICATE OF DUE DILIGENCE

This is to certify that for the project, *Preventive Maintenance of Fire Sprinkler System*, the Administrative Service conducted a market research and requested quotations using the attached Technical Specifications/ Scope of Work and Schedule of Requirements from the prospective consultants:

- a. Palmer Asia Fire, Safety & Security Solutions
- b. Pyroasia Protection Phils. Inc.
- c. Total Fire Safety and Technologies Inc.

From the above-listed, Palmer Asia Fire, Safety & Security Solutions and Pyroasia Protection Phils. Inc. submitted their proposal.

This Certification is being issued to support the proposed Approved Budget for the Contract for the above-mentioned project.



ENGR. ARGEE M. STA BARBARA
OIC-Chief Administrative Officer, AS-GSD

Date: _____

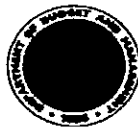
ABSTRACT OF QUOTATION

Name of Project: Preventive Maintenance of Fire Sprinkler System

Item Description	Quantity	Palmer Asia Inc.	Pyro Asia Protection Phils. Inc.	Total Fire Safety and Technologies Inc.
Preventive Maintenance of Fire Sprinkler System from July 1, 2019 to December 31, 2019	1 lot	350,000.00	960,000.00	No reply or did not attend the Supplier's conference
TOTAL		350,000.00	960,000.00	X
Proposed ABC		900,000.00		

Note: Based on the conducted Supplier's Conference/Market Research, the suggested ABC for six (6) months is Nine Hundred Thousand Pesos (P900,000.00)





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

5/29/19
Date

REQUEST FOR PRICE QUOTATION

Company

Pyro Asia Protection
PAK Inc.

Tel. No.

906-2102

Fax No.

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
----------	------	--------	------------	-------------

1 lot Preventive maintenance of Fire Sprinkler system
from July 1, 2019 to December 31, 2019

P 960,000

for monthly

~~320,000~~ 160,000
x 3 x 6

960,000

TOTAL: P 960,000

Quoted by:

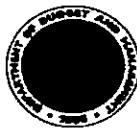
[Signature]
Alejandro Materio
Print Name & Sign

Sales Executive
Position/Title

Canvassed by:

Print Name & Sign

Position/Title
6573300 Loc. 3107



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

_____ Date

REQUEST FOR PRICE QUOTATION

Company

Palma Asia Inc

Tel. No.

729-7771

Fax No.

729-774

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
----------	------	--------	------------	-------------

1 lot Preventive maintenance of Fire Sprinkler system
from July 1, 2019 to December 31, 2019

P. 100,006.00

monthly

TOTAL: P. 350.00

Quoted by:

[Signature]
Print Name & Sign

[Signature]
Position/Title

Canvassed by:

Print Name & Sign

Position/Title
6573300 Loc. 3107



Republic of the Philippines
**Department of
Budget and
Management**

EVETTE C. BANGUILAN <ebanguilan@dbm.gov.ph>

Invitation to Supplier's conference

EVETTE C. BANGUILAN <ebanguilan@dbm.gov.ph>

Mon, May 27, 2019 at 1:46 PM

To: rael_rise88@yahoo.com, sales@alarmsystems.ph, mpanoy@palmer-asia.com, sales@tfsti.com, cherrygeronimo@loxon.com.ph, theresa@pyroasia2010.com, liezel@atlanticafiresafety.com, agsi0997@yahoo.com, Diana@fire-home.com, masifire@compass.com.ph
Cc: ARGEE STA BARBARA <astabarbara@dbm.gov.ph>

Good day Maam/Sir,

This has reference to our need to conduct market research for the project, " Preventive Maintenance of Fire Sprinkler System".

In view of this, may we request your presence on May 29, 2019 (Wednesday) at 10:00 a.m., BAC Conference room.

I have attached the revised Terms of Reference for your information.

Kindly confirm your attendance.

Thank you very much.

Regards,

Evette Casal-Banguilan

Administrative Assistant III

Administrative Service-General Services Division

Department of Budget and Management

General Solano St., San Miguel, Malacañang, Manila

Trunkline: +632 657 3300 local 3107

 **Preventive Maintenance Fire Sprinkler System.pdf**
87K

Fire Sprinkler System			
ifsti	(+632) 238 1943 / (+632) 989 9244 / (+632) 957-9708	sales@ifsti.com	reylie ranga
loxon phils	(632) 470-3912 to 15	cherrygeronimo@loxon.com.ph	cherry geronimo
✓ pyroasia	9362102	theresa@pyroasia2010.com	theresa
rael	4920146	raelrise88@yahoo.com	xyrus
✓ palmer asia	8475555	mpanoy@palmer-asia.com	margie panoy
alarm systems	5320556	sales@alarmsystems.ph	
atlantica fire safety	632-824-3221 / 632-824-6187	liezel@atlanticafiresafety.com	liezel
advance	632-5639423 / +632-5617228 / +632-5640339	agsi0997@yahoo.com	ms. soriano
bigleap	6310394 / 5764091		
masifire	461-1353	masifire@compass.com.ph	

Section VII. Technical Specifications

Item	Description
1	SERVICE LEVEL AGREEMENT
	<p>1.1 The Supplier must have five (5) years of experience as service provider of Fire Sprinkler System, ISO 9001:2015 and compliant with applicable industry standard</p> <p>1.2 The proposal shall cover the six (6) month contract implementation , in accordance with the Revised Fire Code of the Philippines</p> <p>1.3 The Supplier shall submit the proposed monthly and quarterly work schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD)</p> <p>1.4 The Supplier shall conduct the preventive maintenance including visual inspection, testing and diagnosis of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the approved work schedule/plan</p> <p>1.5 The Supplier shall submit monthly, and quarterly accomplishment reports together with the preventive maintenance checklists to the AS-GSD including detailed description of defects/malfunctioning found in the System</p> <p>1.6 The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work</p> <p>1.7 The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours</p> <p>1.8 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD at the end of the contract</p> <p>1.9 The Supplier shall issue a monthly certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition</p> <p>1.10 The Supplier shall provide an on-call personnel with the following qualifications:</p> <ul style="list-style-type: none"> a) Registered Mechanical Engineer <ul style="list-style-type: none"> •Valid Professional Regulation Commission license b) Safety Officer <ul style="list-style-type: none"> •Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE)

Updated 5/30/19

	<p><i>Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation</i></p> <p>1.11 The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting relative to sprinkler system</p> <p>1.12 All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider</p> <p>1.13 The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD</p>														
<p>2</p>	<p>PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH THE REVISED FIRE CODE OF THE PHILIPPINES</p>														
	<table border="1"> <thead> <tr> <th data-bbox="363 842 746 909">LOCATION</th> <th data-bbox="746 842 1501 909">WATER BASED FIRE PROTECTION SYSTEM</th> </tr> </thead> <tbody> <tr> <td data-bbox="363 909 746 976">Building I</td> <td data-bbox="746 909 1501 976">336 sprinkler heads</td> </tr> <tr> <td data-bbox="363 976 746 1043">Building II</td> <td data-bbox="746 976 1501 1043">641 sprinkler heads</td> </tr> <tr> <td data-bbox="363 1043 746 1111">Building III</td> <td data-bbox="746 1043 1501 1111">362 sprinkler heads</td> </tr> <tr> <td data-bbox="363 1111 746 1178">Building II</td> <td data-bbox="746 1111 1501 1178">1 fire pump</td> </tr> <tr> <td data-bbox="363 1178 746 1245">Building II</td> <td data-bbox="746 1178 1501 1245">1 jockey pump</td> </tr> <tr> <td data-bbox="363 1245 746 1312">Building II</td> <td data-bbox="746 1245 1501 1312">1 control panel</td> </tr> </tbody> </table>	LOCATION	WATER BASED FIRE PROTECTION SYSTEM	Building I	336 sprinkler heads	Building II	641 sprinkler heads	Building III	362 sprinkler heads	Building II	1 fire pump	Building II	1 jockey pump	Building II	1 control panel
LOCATION	WATER BASED FIRE PROTECTION SYSTEM														
Building I	336 sprinkler heads														
Building II	641 sprinkler heads														
Building III	362 sprinkler heads														
Building II	1 fire pump														
Building II	1 jockey pump														
Building II	1 control panel														

Updated 5/30/19

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site

Item	Description	Delivery Schedule
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, July 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2	Submission of work schedule	Within seven (7) working days after issuance of the Notice to Proceed (NTP)
3	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the Revised Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/ plan
4	Submission of standard monthly and quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
5	Provision of on-call Mechanical Engineer and Safety Officer	As the need arises

Updated 5/30/19





DEPARTMENT OF BUDGET AND MANAGEMENT
 ADMINISTRATIVE SERVICE
 GSD REPLY ACTION DOCUMENT

Date: 4/30/2019 Subject: Procurement Management of Fire Sprinklers

To: AS-660 Attention: _____
 Your request as contained in your Purchase Request (PR) dated _____ with reference no. _____
 received on _____ is being acted upon by this Office through _____

Kindly provide us the necessary information/ date to facilitate appropriate action on your request:

Detailed Technical Specification Quantity of items being requested
 Others, please specify: Terms of Reference

per clarification with suppliers who viewed the PhilGSPs noting ABC of this project is too small for the indicated specifications. Attached is the sample specification sent by the supplier that is applicable to our ABC. Thank you.

Upon completion kindly return this slip with the necessary attachments/information of the Procurement Unit, GSD.
 Your prompt action will help us facilitate your request. Thank you.

[Signature]
 JOYCE D. LUGAD
 Chief Administrative Officer-GSP-PMU

To be filled by the Procurement Unit In-Charge

Received by:	Administrative Officer	Date	Time
Returned by:	(Name & signature)		
	(Name & signature)		



ELLEN MAE A. ESTIPONA <eestipona@dbm.gov.ph>

Request for Quotation (Preventive Maintenance of Fire Sprinkler)

Metdrie Trading <metdrietrad@rocketmail.com>
Reply-To: Metdrie Trading <metdrietrad@rocketmail.com>
To: "ELLEN MAE A. ESTIPONA" <eestipona@dbm.gov.ph>

Mon, Apr 29, 2019 at 3:23 PM

Ma'am ,

Kindly see attached Form -
This is a latest request for Preventive Maintenance of the BFP-National Headquarters

Sincerely Yours,

MARITES PALSIMON

METDRIE TRADING

Blk 13 L21 Sweden St. Ph. II

La Brezza Subd. Pantoc

Meycauayan City, Bulacan

Tel No. 02-861-1373

Fax No. 044-802-8631


Smart : 0908-418-3007

Globe : 0926-679-2380

metdrietrad@rocketmail.com

*Fire Extinguishers , Automatic Emergency Lights , Smoke / Heat Detectors , Fire Exit Signage , Fire Hose
Cabinets and Accessories , Supply and Installation of Automatic Fire Sprinkler System (AFSS) and Fire
Detection Alarm System (FDAS) etc..
Because your Safety is our Priority....*

[Quoted text hidden]

 **Sample Draft- PM-AFSS.pdf**
1669K



Republic of the Philippines
 Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
NATIONAL HEADQUARTERS



Project Reference Number : RFQ19-038
 Location of the Project : BUREAU OF FIRE PROTECTION - NATIONAL HEADQUARTERS
 Agham Rd., Bgry. Bagong Pag-asa, Diliman, Quezon City
 Standard Form Number : SF-GOOD-60
 Revised on : 24-May-18

REQUEST FOR QUOTATION

QUARTERLY PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM (AFSS)

Please quote your lowest price on the items/s listed below, subject to the General Conditions below and submit the RFQ in a sealed envelope duly signed by your representative not later than **1:00 PM 30 April 2019** at the Office of the BAC Secretariat, Directorate for Logistics, 5th Floor, BFP-NHQ, Agham Road, Bgry. Bagong Pag-Asa, Quezon City. **LATE SUBMISSION WILL NOT BE ACCEPTED.**

General Conditions:

1. DATE OF DELIVERY: See below
2. DELIVERY LOCATION: BFP - NHQ Agham Rd, Bgry. Bagong Pag-asa Quezon City
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT. FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY;
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF ONE HUNDRED TWENTY (120) CALENDAR DAYS; AND
5. THE FOLLOWING DOCUMENTS SHALL BE ATTACHED TO THE DULY ACCOMPLISHED QUOTATION FORM TO WIT:
 - a. Mayor's / Business permit
 - b. Philgeps Registration Number
 - c. Omnibus Sworn Statement

Item No.	DESCRIPTION	QTY	ABC UNIT PRICE	ABC TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	QUARTERLY PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM (AFSS)	1 lot	per quarter			
	REQUIRED SERVICES:					
	1. General Service and inspection of the Automatic Fire Sprinkler as a whole, including but not limited to the following: <ol style="list-style-type: none"> a. Hydro-pneumatic test for pipes, fitting, valves and sprinkler b. Visual inspection of all regulating pressure c. Manual testing for valves switches (open and close) d. Test and visual inspection of Fire Department Connection and main drain, fire hose cabinet. e. Test of cut-in and cut-out of jockey/fire pump f. Test inspection of wiring and component of control panel g. Testing and commissioning 					
	2. Recommend repair and replacement of all parts of AFSS (if necessary)					

3. Provide a one (1) day training and orientation to the GSS personnel of basic troubleshooting of the system and																						
4. Conduct such other activities as may be necessary to maintain the optimum performance of the systems.																						
Delivery Location: BFP-NHQ GROUND FLOOR LOBBY, BFP - NHQ Agham Rd, Brgy. Bagong Pagasa Quezon City																						
Mode of Procurement: NP-SVP																						
Date of Delivery/Completion/Service: 2nd week of every quarter for five days.																						



PHIGEPS

Philippine Government Electronic Procurement System

PHIGEPS Portal for
Philippine Government
Procurement Opportunities

[Help](#)

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6109079
Procuring Entity DEPARTMENT OF BUDGET AND MANAGEMENT
Title Preventive Maintenance of Fire Sprinkler
Area of Delivery Metro Manila

Solicitation Number:	2019-020	Status	Closed
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	7
Category:	Fire Fighting & Rescue and Safety Equipment	Date Published	21/03/2019
Approved Budget for the Contract:	PHP 900,000.00	Last Updated / Time	21/03/2019 00:00 AM
Delivery Period:	9 Month/s	Closing Date / Time	26/03/2019 15:00 PM
Client Agency:			
Contact Person:	Ellen Mae Estipona Administrative Assistant V Mabini Hall, Malacañang Manila Metro Manila Philippines 1005 63-2-6573300 Ext-3115 eestipona@dbm.gov.ph		

Description

Please see attached file for the specifications of the project.

Other Information

For inquiry, you may contact us thru 657-3300 loc 3115.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *“Preventive Maintenance of Fire Sprinkler System” for FY 2019*, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of Project : *“Preventive Maintenance of Fire Sprinkler System”*

Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)

Specifications : Sec the attached Annex “A” for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : April 1, 2019 to December 31, 2019

Interested suppliers are required to submit their valid and current Mayor’s Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor’s/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is *on or before 3:00 pm of March 26, 2019* at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> • Preventive Maintenance of Fire Sprinkler System for the period, April 1, 2019 – to December 2019. • Please see attached for <i>Technical Specifications and Schedule of Requirements</i> 	1 lot		

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

ANNEX "B"

TECHNICAL SPECIFICATIONS

Preventive Maintenance of Fire Sprinkler System

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

ITEM	DESCRIPTION	STATEMENT OF COMPLIANCE
1	<p>SERVICE LEVEL AGREEMENT</p>	
	<ol style="list-style-type: none"> 1) The Supplier must have five (5) years of experience as service provider of Fire Sprinkler System and compliant with applicable industry standard; 2) The proposal shall cover the nine (9) month contract implementation, in accordance with the National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) and Section 10.2.6.5 :Automatic Sprinklers and Other Extinguishing Equipment" of the Revised Fire Code of the Philippines; 3) The Supplier shall submit the proposed weekly, monthly and quarterly work schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD); 4) The Supplier shall conduct the preventive maintenance including visual inspection, testing and diagnosis of Automatic Fire 	

7) The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours;

8) The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD;

9) The Supplier shall issue a monthly certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition;

10) The Supplier shall provide an on-call personnel with the following qualifications:

- a) Certified Fire Alarm Specialist
- b) Professional Mechanical Engineer
 - *Valid Professional Regulation Commission license*
- c) Safety Officer
 - *Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE)*

Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation;

11) The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting;

12) All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the

2	<p style="text-align: center;">PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH NFPA 25, NFPA 72 AND FIRE CODE OF THE PHILIPPINES</p>									
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LOCATION	WATER BASED FIRE PROTECTION SYSTEM									
Building I	336 sprinkler heads									
Building II	641 sprinkler heads									
Building III	362 sprinkler heads									

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

ITEM	DESCRIPTION	DELIVERY SCHEDULE
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, April 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the National Fire Protection Association (NFPA) 25, National Fire Protection Association (NFPA) 72 and Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/ plan
3	Submission of standard weekly, monthly, quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
4	Provision of on-call Mechanical Engineer and Safety Officer	As necessary

**CHECKLIST OF ELIGIBILITY AND TECHNICAL
DOCUMENTS FOR SUBMISSION**

Class “A” Documents

(1) Legal Documents

- PhilGEPS Registration Number
- Mayor’s/ Business Permit

Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor’s Permit.

- Income/ Business Tax Return (For ABCs above P500K)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor’s Permit and PhilGEPS Registration Number.

(2) Technical Documents

- Omnibus Sworn Statement
- Authority of the Signatory

Class “B” Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.

Omnibus Sworn Statement

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

A F F I D A V I T

I, *[Name of Affiant]*, of legal age, *[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 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 of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

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 and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

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;

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;

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 following responsibilities as a Bidder:*
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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.*

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

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site

Item	Description	Delivery Schedule
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, April 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the National Fire Protection Association (NFPA) 25, National Fire Protection Association (NFPA) 72 and Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/ plan
3	Submission of standard weekly, monthly, quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
4	Provision of on-call Mechanical Engineer and Safety Officer	As necessary
5	Submission of work schedule	

Updated 3/15/19

For posting
CRF
aw sep 3/15/19

Section VII. Technical Specifications

Item	Description
1	SERVICE LEVEL AGREEMENT
	<p>1.1 The Supplier must have five (5) years of experience as service provider of Fire Sprinkler System and compliant with applicable industry standard</p> <p>1.2 The proposal shall cover the nine (9) month contract implementation , in accordance with the National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) and Section 10.2.6.5 :Automatic Sprinklers and Other Extinguishing Equipment” of the Revised Fire Code of the Philippines</p> <p>1.3 The Supplier shall submit the proposed weekly, monthly and quarterly work schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD)</p> <p>1.4 The Supplier shall conduct the preventive maintenance including visual inspection, testing and diagnosis of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the approved work schedule/plan</p> <p>1.5 The Supplier shall submit weekly, monthly, and quarterly accomplishment reports together with the preventive maintenance checklists to the AS-GSD including detailed description of defects/malfunctioning found in the System</p> <p>1.6 The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work</p> <p>1.7 The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours</p> <p>1.8 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier’s Service Engineer. The said records shall be submitted to the AS-GSD</p> <p>1.9 The Supplier shall issue a monthly certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition</p> <p>2.0 The Supplier shall provide an on-call personnel with the following qualifications:</p> <ul style="list-style-type: none"> a) Certified Fire Alarm Specialist b) Registered Mechanical Engineer <ul style="list-style-type: none"> •Valid Professional Regulation Commission license

Updated 3/15/19

	<p>c) Safety Officer</p> <ul style="list-style-type: none"> • Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE) <p><i>Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation</i></p> <p>2.1 The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting</p> <p>2.2 All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider</p> <p>2.3 The Supplier shall be fully responsible in ensuring continued satisfactory performance of the system and integrity of the software</p> <p>2.4 The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD</p>								
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Updated 3/15/19



**DEPARTMENT OF BUDGET AND MANAGEMENT
ADMINISTRATIVE SERVICE
GSD REPLY ACTION DOCUMENT**

Date: 2/26/2019
To: AS-GSD

Subject: Preventive Maintenance of Fire Sprinkler System
Attention: Engr. Argee

Your request as contained in your Purchase Request (PR) dated _____ with reference no. _____ received on _____ is being acted upon by this Office through _____

Kindly provide us the necessary information/ date to facilitate appropriate action on your request:

- Detailed Technical Specification
- Quantity of items being requested
- Others, please specify:
- Terms of Reference

Please review Tech Specs. Per telephone call w/ suppliers who viewed the project's PhilCops Posting, some specs, i.e. item no. 7, in the service level agreement, is for a comprehensive maintenance. ABC not enough for the indicated specifications. Thank you.

Upon completion, kindly return this slip with the necessary attachments/information of the Procurement Unit, GSD.

Your prompt action will help us facilitate your request. Thank you.

JOYCE D. LABAO
Procurement Management Division

To be filled by the Procurement Unit In-Charge

	<i>Administrative Officer</i>	<i>Date</i>	<i>Time</i>
Received by:	_____	_____	_____
	(Name & signature)		
Returned by:	_____	_____	_____
	(Name & signature)		



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *"Preventive Maintenance of Fire Sprinkler System"* for **FY 2019**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of Project : *"Preventive Maintenance of Fire Sprinkler System"*

Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)

Specifications : See the attached Annex "A" for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : Upon issuance of Notice to Proceed (NTP) to December 31, 2019

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor's/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is *on or before 3:00 pm of February 22, 2019* at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> • Preventive Maintenance of Fire Sprinkler System for the period, February 2019 – to December 2019. • Please see attached for <i>Technical Specifications and Schedule of Requirements</i> 	1 lot		

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

 Name of Company

 Contact No.

TECHNICAL SPECIFICATIONS
Preventive Maintenance of Fire Sprinkler System

Bidders must state here either "**Comply**" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

ITEM	DESCRIPTION	STATEMENT OF COMPLIANCE
1	SERVICE LEVEL AGREEMENT	
	<ol style="list-style-type: none"> 1) The Supplier must have five (5) years of experience as service provider Fire Sprinkler System and compliant with applicable industry standard; 2) The Supplier must submit one (1) original copy of the NFPA 25: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) to the AS-GSD; 3) The proposal shall cover the eleven (11) month contract implementation, in accordance with the National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) and Section 10.2.6.5 :Automatic Sprinklers and Other Extinguishing Equipment" of the Revised Fire Code of the Philippines; 4) The Supplier shall submit the proposed weekly, monthly and quarterly work schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD); 5) The Supplier shall conduct the preventive maintenance including visual inspection, testing and diagnosis of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the approved work schedule/plan; 6) The Supplier shall submit weekly, monthly, and quarterly accomplishment reports together with the preventive maintenance checklists to the AS-GSD including detailed description of defects/malfunctioning found in the System; 7) Conduct of corrective action including repair, replacement and installation of faulty or non-operating equipment/ parts/ components detected including false alarm. In case of 	



replacement of defective units, the contractor shall repair or replace the defective units without cost within three (3) days;

- 8) The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work;
- 9) The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours;
- 10) The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD;
- 11) Upon repair/completion, the Supplier shall issue a certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition;
- 12) The Supplier shall provide an on-call personnel with the following qualifications:
 - a. Certified Fire Alarm Specialist
 - b. Registered Mechanical Engineer
 - Valid Professional Regulation Commission license
 - c. Safety Officer
 - Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE)

Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation

- 13) The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting;
- 14) All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider;
- 15) The Supplier shall be fully responsible in ensuring continued satisfactory performance of the system and integrity of the software;
- 16) The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD.

2	PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH THE NFPA 25, NFPA 72 AND FIRE CODE OF THE PHILIPPINES									
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I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date



SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

ITEM	DESCRIPTION	DELIVERY SCHEDULE
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 2019 to December 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the National Fire Protection Association (NFPA) 25, National Fire Protection Association (NFPA) 72 and Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/plan
3	Submission of standard weekly, monthly, quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
4	Provision of on-call Mechanical Engineer and Safety Officer	As necessary
5	Submission of work schedule	Within seven (7) working days after the activity

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Representative

Date



**CHECKLIST OF ELIGIBILITY AND TECHNICAL
DOCUMENTS FOR SUBMISSION**

Class "A" Documents

(1) **Legal Documents**

- PhilGEPS Registration Number
- Mayor's/ Business Permit
Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.
- Income/ Business Tax Return (For ABCs above P500K)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number.

(2) **Technical Documents**

- Omnibus Sworn Statement
- Authority of the Signatory

Class "B" Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6006532
Procuring Entity DEPARTMENT OF BUDGET AND MANAGEMENT
Title Preventive Maintenance of Fire Sprinkler System
Area of Delivery

Solicitation Number: 2019-009	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	1
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods - General Support Services	Document Request List	0
Category: Fire Fighting & Rescue and Safety Equipment	Date Published	09/02/2019
Approved Budget for the Contract: PHP 900,000.00	Last Updated / Time	08/02/2019 16:04 PM
Delivery Period: 11 Month/s	Closing Date / Time	13/02/2019 15:00 PM
Client Agency:		
Contact Person: Ellen Mae Estipona Administrative Assistant V Mabini Hall, Malacañang Manila Metro Manila Philippines 1005 63-2-6573300 Ext.3115 eestipona@dbm.gov.ph		
Description		
Please see attached file for the specifications of the project.		
Other Information		
For inquiry, you may contact us thru 657-3300 loc 3115.		

Created by Ellen Mae Estipona
Date Created 07/02/2019

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "Preventive Maintenance of Fire Sprinkler System" for FY 2019, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of Project : "Preventive Maintenance of Fire Sprinkler System"
Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)
Specifications : See the attached Annex "A" for specifications
Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila
Delivery Term : Upon issuance of Notice to Proceed (NTP) to December 31, 2019

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor's/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is *on or before 3:00 pm of February 13, 2019* at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

GR



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number: 5983679
Procuring Entity: DEPARTMENT OF BUDGET AND MANAGEMENT
Title: Preventive Maintenance of Fire Sprinkler System
Area of Delivery:

Solicitation Number:	2019-005	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	0
Category:	General Repair and Maintenance Services	Date Published	29/01/2019
Approved Budget for the Contract:	PHP 900,000.00	Last Updated / Time	28/01/2019 17:03 PM
Delivery Period:	11 Month/s	Closing Date / Time	01/02/2019 15:00 PM
Client Agency:			
Contact Person:	Ellen Mae Estipona Administrative Assistant V Mabini Hall, Malacañang Manila Metro Manila Philippines 1005 63-2-6573300 Ext.3115 eestipona@dbm.gov.ph		
Description			
Please see attached file for the specifications of the project.			
Other Information			
For inquiry, you may contact us thru 657-3300 loc 3115.			

Created by: Ellen Mae Estipona

Date Created: 28/01/2019

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *“Preventive Maintenance of Fire Sprinkler System”* for **FY 2019**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8¹.

Name of Project : *“Preventive Maintenance of Fire Sprinkler System”*

Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)

Specifications : See the attached Annex *“A”* for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : Twelve months from the issuance of Notice to Proceed (NTP)

Interested suppliers are required to submit their valid and current Mayor’s Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor’s/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

In addition, award of the contract may be issued on January 2019 or until the FY 2019 General Appropriations Act has been enacted.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is *on or before 3:00 pm of February 1, 2019* at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

¹ Guidelines on the Conduct of Early Procurement for the Fiscal Year (FY) 2019 National Expenditure Program (NEP).

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site

Item	Description	Delivery Schedule
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the National Fire Protection Association (NFPA) 25, National Fire Protection Association (NFPA) 72 and Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/plan
3	Submission of standard weekly, monthly, quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
4	Provision of on-call Mechanical Engineer and Safety Officer	As necessary
5	Submission of work schedule	Within seven (7) working days after the activity

Updated 12/18/18

*Tree Specs
(01/28/2019)*

Section VII. Technical Specifications

Item	Description
1	SERVICE LEVEL AGREEMENT
	<p>1.1 The Supplier must have five (5) years of experience as service provider ✓ of Fire Sprinkler System and compliant with applicable industry standard</p> <p>1.2 The Supplier must submit one (1) original copy of the NFPA 25: ✓ Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) to the AS-GSD</p> <p>1.3 The proposal shall cover the eleven (11) month contract implementation , in accordance with the National Fire Protection Association (NFPA) 25: ✓ Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) and Section 10.2.6.5 :Automatic Sprinklers and Other Extinguishing Equipment” of the Revised Fire Code of the Philippines</p> <p>1.4 The Supplier shall submit the proposed weekly, monthly and quarterly work ✓ schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD)</p> <p>1.5 The Supplier shall conduct the preventive maintenance including ✓ visual inspection, testing and diagnosis of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the approved work schedule/plan</p> <p>1.6 The Supplier shall submit weekly, monthly, and quarterly accomplishment ✓ reports together with the preventive maintenance checklists to the AS-GSD including detailed description of defects/malfunctioning found in the System</p> <p>1.7 Conduct of corrective action including repair, replacement and installation of ✓ faulty or non-operating equipment/parts/components detected including false alarm. In case of replacement of defective units, the contractor shall repair or replace the defective units without cost within three (3) days</p> <p>1.8 The Supplier shall be responsible and liable for the cost of repair due to ✓ damages caused by its own staff while conducting its maintenance work</p> <p>1.9 The Supplier shall provide on-time response to emergency calls. Response ✓ time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours</p> <p>2.0 The Supplier shall maintain records in a logbook of all the defects and works ✓ that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD</p>

Updated 12/18/18

	<p>2.1 Upon repair/completion, the Supplier shall issue a certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition</p> <p>2.2 The Supplier shall provide an on-call personnel with the following qualifications:</p> <ul style="list-style-type: none"> ✓ a) Certified Fire Alarm Specialist b) Registered Mechanical Engineer <ul style="list-style-type: none"> ✓ •Valid Professional Regulation Commission license c) Safety Officer <ul style="list-style-type: none"> ✓ •Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE) <p><i>Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation</i></p> <p>2.3 The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting</p> <p>2.4 All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider</p> <p>2.5 The Supplier shall be fully responsible in ensuring continued satisfactory performance of the system and integrity of the software</p> <p>2.6 The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD</p>								
<p>2</p>	<p>PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH THE NFPA 25, NFPA 72 AND FIRE CODE OF THE PHILIPPINES</p>								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">LOCATION</th> <th style="text-align: center;">WATER BASED FIRE PROTECTION SYSTEM</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Building I</td> <td style="text-align: center;">336 sprinkler heads</td> </tr> <tr> <td style="text-align: center;">Building II</td> <td style="text-align: center;">641 sprinkler heads</td> </tr> <tr> <td style="text-align: center;">Building III</td> <td style="text-align: center;">362 sprinkler heads</td> </tr> </tbody> </table>	LOCATION	WATER BASED FIRE PROTECTION SYSTEM	Building I	336 sprinkler heads	Building II	641 sprinkler heads	Building III	362 sprinkler heads
LOCATION	WATER BASED FIRE PROTECTION SYSTEM								
Building I	336 sprinkler heads								
Building II	641 sprinkler heads								
Building III	362 sprinkler heads								

Updated 12/18/18

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> Preventive Maintenance of Fire Sprinkler System for the period, February 1, 2019 – to December 31, 2019. Please see attached for <i>Technical Specifications and Schedule of Requirements</i> 	1 lot		

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative_____
Name of Company_____
Contact No.

TECHNICAL SPECIFICATIONS
Preventive Maintenance of Fire Sprinkler System

Bidders must state here either "**Comply**" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

ITEM	DESCRIPTION	STATEMENT OF COMPLIANCE
1	SERVICE LEVEL AGREEMENT	
	<ol style="list-style-type: none"> <li data-bbox="384 831 1166 936">1) The Supplier must have five (5) years of experience as service provider Fire Sprinkler System and compliant with applicable industry standard; <li data-bbox="384 981 1155 1115">2) The Supplier must submit one (1) original copy of the NFPA 25: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) to the AS-GSD; <li data-bbox="384 1160 1177 1406">3) The proposal shall cover the eleven (11) month contract implementation, in accordance with the National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (Latest Edition) and Section 10.2.6.5 :Automatic Sprinklers and Other Extinguishing Equipment" of the Revised Fire Code of the Philippines; <li data-bbox="384 1451 1209 1556">4) The Supplier shall submit the proposed weekly, monthly and quarterly work schedule/plan, for approval of the Administrative Service (AS) General Services Division (GSD); <li data-bbox="384 1601 1209 1736">5) The Supplier shall conduct the preventive maintenance including visual inspection, testing and diagnosis of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the approved work schedule/plan; <li data-bbox="384 1780 1145 1915">6) The Supplier shall submit weekly, monthly, and quarterly accomplishment reports together with the preventive maintenance checklists to the AS-GSD including detailed description of defects/malfunctioning found in the System; <li data-bbox="384 1960 1182 2058">7) Conduct of corrective action including repair, replacement and installation of faulty or non-operating equipment/ parts/ components detected including false alarm. In case of 	

replacement of defective units, the contractor shall repair or replace the defective units without cost within three (3) days;

- 8) The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work;
- 9) The Supplier shall provide on-time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non-working hours;
- 10) The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS-GSD;
- 11) Upon repair/completion, the Supplier shall issue a certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition;
- 12) The Supplier shall provide an on-call personnel with the following qualifications:
 - a. Certified Fire Alarm Specialist
 - b. Registered Mechanical Engineer
 - Valid Professional Regulation Commission license
 - c. Safety Officer
 - Safety Training Certificate from any of training provider accredited by the Department of Labor and Employment (DOLE)

Note: The Supplier shall submit a Sworn Statement attesting compliance to the above-enumerated qualifications upon contract implementation

- 13) The Supplier agrees to assist in the conduct of fire drills and provide training and orientation to DBM Maintenance personnel on basic troubleshooting;
- 14) All tools, equipment, supervision and labor needed to accomplish the required services shall be for the account of the service provider;
- 15) The Supplier shall be fully responsible in ensuring continued satisfactory performance of the system and integrity of the software;
- 16) The Supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD.

2	PREVENTIVE MAINTENANCE OF AUTOMATIC FIRE SPRINKLER SYSTEM INSTALLED AT THE DBM BUILDING I,II AND III, IN ACCORDANCE WITH THE NFPA 25, NFPA 72 AND FIRE CODE OF THE PHILIPPINES									
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LOCATION	WATER BASED FIRE PROTECTION SYSTEM									
Building I	336 sprinkler heads									
Building II	641 sprinkler heads									
Building III	362 sprinkler heads									

I hereby certify to comply with all the above Technical Specifications.


Name of Company/Bidder

Signature over Printed Name of Representative

Date

SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

ITEM	DESCRIPTION	DELIVERY SCHEDULE
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 2019 to December 2019 for approval of the DBM Administrative Service (AS) Director 	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I, II, and III in accordance with the National Fire Protection Association (NFPA) 25, National Fire Protection Association (NFPA) 72 and Fire Code of the Philippines	To commence within five (5) working days from the approval of the work schedule/ plan
3	Submission of standard weekly, monthly, quarterly accomplishment reports together with the preventive maintenance checklists, forwarded to the AS-GSD	Within three (3) working days after the activity
4	Provision of on-call Mechanical Engineer and Safety Officer	As necessary
5	Submission of work schedule	Within seven (7) working days after the activity

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Representative

Date



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *“Preventive Maintenance of Fire Sprinkler System”* for **FY 2019**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8¹.

Name of Project : *“Preventive Maintenance of Fire Sprinkler System”*

Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)

Specifications : See the attached Annex “A” for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : Twelve months from the issuance of Notice to Proceed (NTP)

Interested suppliers are required to submit their valid and current Mayor’s Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor’s/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

In addition, award of the contract may be issued on January 2019 or until the FY 2019 General Appropriations Act has been enacted.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is **on or before 3:00 p.m. of January 11, 2018** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 |

Very truly yours,

THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

Angga,
and posting
& for your
initial

¹ Guidelines on the Conduct of Early Procurement for the Fiscal Year (FY) 2019 National Expenditure Progr

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> • Preventive Maintenance of Fire Sprinkler System for a period of Twelve (12) months • Please see attached <i>Technical Specifications</i> 	1 lot		

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

 Name of Company

 Contact No.

TECHNICAL SPECIFICATIONS**Preventive Maintenance of Fire Sprinkler System**

Bidders must state here either "**Comply**" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

ITEM	TECHNICAL SPECIFICATION	STATEMENT OF COMPLIANCE
1.	<p>Submission of the proposed weekly, monthly, quarterly work schedule/plan.</p> <p>1.1 The Supplier shall submit the proposed weekly, monthly, and quarterly work schedule/plan, for approval of the Administrative Service-General Services Division (AS-GSD)</p> <p>1.2 The proposal shall cover the eleven month contract implementation, in accordance with National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water – Based Fire Protection System (Latest Edition) and Section 10.2.6.5 "Automatic Sprinkler and Other Extinguish Equipment" of the Revised Fire Code of the Philippines.</p>	
2.	<p>Submission of one (1) original copy of National fire Protection Association (NFPA) 25: Standard for Inspection, Testing and Maintenance of Water Based Fire Protection System (Latest Edition) to the AS-GSD</p>	
3.	<p>Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM building I, II, and III in accordance with approved work schedule/plan</p> <p>3.1 The Supplier shall conduct the preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Building I, II, and III in accordance with the approved work schedule/plan.</p>	

	<p>3.2 The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work.</p> <p>3.3 In case of replacement of defective units, the supplier shall submit complete details/specifications and proposals/quotation for the purpose.</p> <p>3.4 The Supplier shall provide on – time response to emergency calls. Response time for emergency call due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non – working hours.</p> <p>3.5 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier’s Service Engineer. The said records shall be submitted to the AS – GSD.</p> <p>3.6 Upon repair/completion, the Supplier shall issue a certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition.</p>	
4.	<p>Submission of weekly, monthly, quarterly accomplishment reports, together with the preventive maintenance checklist, to the AS – GSD</p> <p>4.1 The Supplier shall submit weekly, monthly, and quarterly accomplishment reports together with the preventive maintenance checklist to the AS – GSD.</p> <p>4.2 The reports shall include detailed description for any defects/malfunctioning of the system and shall be rectified only upon the instruction of the duly authorized representative.</p>	

	<p>Provision of on – call Mechanical Engineer and Safety Officer</p> <p>5.1 The supplier shall provide a Professional, Mechanical Engineer and a Safety Officer, with the following qualification, to manage the preventive maintenance activities of the DBM’s Automatic Fire Sprinkler system:</p> <ol style="list-style-type: none"> 1. Professional Mechanical Engineer <ol style="list-style-type: none"> 1.1 Valid Professional Regulation Commission license; and 1.2 Physically and Mentally fit, as evidence by a medical certificate 2. Safety Officer <ol style="list-style-type: none"> 2.1 Safety Training Certificate from any training provider accredited by the Department of Labor and Employment 2.2 The submission by the supplier of the sworn statement attesting compliance shall be required by AS – GSD upon contract implementation <p>5.2 The submission by the supplier of the sworn statement attesting compliance to the above- enumerated qualifications shall be required by AS-GSD upon contract implementation.</p>	
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I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

Item	Description	Delivery Schedule
The bidder shall provide the following needed for the project:		
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 1,2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of the Notice to Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive Maintenance of Automatic Fire Sprinkler System Installed at the DBM Buildings I, II and III in accordance with the approved work schedule plan.	To commence within five (5) working days from the approval of the work schedule/plan
3.	Submission of weekly, monthly quarterly accomplishment reports, together with the preventive maintenance checklist, to the AS-GSD	Within three (3) working days from end of the period
4.	Provision of on-call Professional Mechanical Engineer and Safety Officer	As necessary

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date

**CHECKLIST OF ELIGIBILITY AND TECHNICAL
DOCUMENTS FOR SUBMISSION**

Class "A" Documents

(1) **Legal Documents**

- PhilGEPS Registration Number
- Mayor's/ Business Permit
Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.
- Income/ Business Tax Return (For ABCs above P500K)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number.

(2) **Technical Documents**

- Omnibus Sworn Statement
- Authority of the Signatory

Class "B" Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number: 5933353
 Procuring Entity: DEPARTMENT OF BUDGET AND MANAGEMENT
 Title: Preventive Maintenance of Fire Sprinkler System
 Area of Delivery:

Solicitation Number:	2018-108	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	0
Category:	Safety and Occupational Products	Date Published	22/12/2018
Approved Budget for the Contract:	PHP 900,000.00	Last Updated / Time	21/12/2018 17:55 PM
Delivery Period:	12 Month/s	Closing Date / Time	28/12/2018 15:00 PM
Client Agency:			
Contact Person:	Ellen Mae Estipona Administrative Assistant V Mabini Hall, Malacañang Manila Metro Manila Philippines 1005 63-2-6573300 Ext.3115 eestipona@dbm.gov.ph		
Description			
Please see attached file for the specifications of the project.			
Other Information			
For inquiry, you may contact us thru 657-3300 loc 3115.			

Created by Ellen Mae Estipona
Date Created 21/12/2018

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *“Preventive Maintenance of Fire Sprinkler System”* for **FY 2019**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8¹.

Name of Project : *“Preventive Maintenance of Fire Sprinkler System”*

Approved Budget for the Contract (ABC) : **Nine Hundred Thousand Pesos only**
(Php 900, 000.00)

Specifications : See the attached Annex “A” for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : Twelve months from the issuance of Notice to Proceed (NTP)

Interested suppliers are required to submit their valid and current Mayor’s Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor’s/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

In addition, award of the contract may be issued on January 2019 or until the FY 2019 General Appropriations Act has been enacted.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is **on or before 3:00 p.m. of December 28, 2018** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

¹ Guidelines on the Conduct of Early Procurement for the Fiscal Year (FY) 2019 National Expenditure Program (NEP).

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

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

Description	Specification	Quantity	Unit Price	Total Price
Preventive Maintenance of Fire Sprinkler System	<ul style="list-style-type: none"> Preventive Maintenance of Fire Sprinkler System for a period of Twelve (12) months Please see attached <i>Technical Specifications</i> 	1 lot		

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative_____
Name of Company_____
Contact No.


TECHNICAL SPECIFICATIONS
Preventive Maintenance of Fire Sprinkler System

Bidders must state here either "**Comply**" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

ITEM	TECHNICAL SPECIFICATION	STATEMENT OF COMPLIANCE
1.	<p>Submission of the proposed weekly, monthly, quarterly work schedule/plan.</p> <p>1.1 The Supplier shall submit the proposed weekly, monthly, and quarterly work schedule/plan, for approval of the Administrative Service-General Services Division (AS-GSD)</p> <p>1.2 The proposal shall cover the eleven month contract implementation, in accordance with National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water – Based Fire Protection System (Latest Edition) and Section 10.2.6.5 "Automatic Sprinkler and Other Extinguish Equipment" of the Revised Fire Code of the Philippines.</p>	
2.	<p>Submission of one (1) original copy of National fire Protection Association (NFPA) 25: Standard for Inspection, Testing and Maintenance of Water Based Fire Protection System (Latest Edition) to the AS-GSD</p>	
3.	<p>Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM building I, II, and III in accordance with approved work schedule/plan</p> <p>3.1 The Supplier shall conduct the preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Building I, II, and III in accordance with the approved work schedule/plan.</p>	



	<p>3.2 The Supplier shall be responsible and liable for the cost of repair due to damages caused by its own staff while conducting its maintenance work.</p> <p>3.3 In case of replacement of defective units, the supplier shall submit complete details/specifications and proposals/quotation for the purpose.</p> <p>3.4 The Supplier shall provide on – time response to emergency calls. Response time for emergency call due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non – working hours.</p> <p>3.5 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier’s Service Engineer. The said records shall be submitted to the AS – GSD.</p> <p>3.6 Upon repair/completion, the Supplier shall issue a certificate of testing to attest that the Automatic Fire Sprinkler System is in good running condition.</p>	
4.	<p>Submission of weekly, monthly, quarterly accomplishment reports, together with the preventive maintenance checklist, to the AS – GSD</p> <p>4.1 The Supplier shall submit weekly, monthly, and quarterly accomplishment reports together with the preventive maintenance checklist to the AS – GSD.</p> <p>4.2 The reports shall include detailed description for any defects/malfunctioning of the system and shall be rectified only upon the instruction of the duly authorized representative.</p>	

5.	<p>Provision of on – call Mechanical Engineer and Safety Officer</p> <p>5.1 The supplier shall provide a Professional, Mechanical Engineer and a Safety Officer, with the following qualification, to manage the preventive maintenance activities of the DBM's Automatic Fire Sprinkler system:</p> <ol style="list-style-type: none"> 1. Professional Mechanical Engineer <ol style="list-style-type: none"> 1.1 Valid Professional Regulation Commission license; and 1.2 Physically and Mentally fit, as evidence by a medical certificate 2. Safety Officer <ol style="list-style-type: none"> 2.1 Safety Training Certificate from any training provider accredited by the Department of Labor and Employment 2.2 The submission by the supplier of the sworn statement attesting compliance shall be required by AS – GSD upon contract implementation <p>5.2 The submission by the supplier of the sworn statement attesting compliance to the above- enumerated qualifications shall be required by AS-GSD upon contract implementation.</p>	
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I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date



SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

Item	Description	Delivery Schedule
The bidder shall provide the following needed for the project:		
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 1,2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of the Notice to Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Preventive Maintenance of Automatic Fire Sprinkler System Installed at the DBM Buildings I, II and III in accordance with the approved work schedule plan.	To commerce within five (5) working days from the approval of the work schedule/plan
3.	Submission of weekly, monthly quarterly accomplishment reports, together with the preventive maintenance checklist, to the AS-GSD	Within three (3) working days from end of the period
4.	Provision of on-call Professional Mechanical Engineer and Safety Officer	As necessary

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date



**CHECKLIST OF ELIGIBILITY AND TECHNICAL
DOCUMENTS FOR SUBMISSION**

Class "A" Documents

(1) Legal Documents

- PhilGEPS Registration Number
- Mayor's/ Business Permit
Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.
- Income/ Business Tax Return (For ABCs above P500K)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number.

(2) Technical Documents

- Omnibus Sworn Statement
- Authority of the Signatory

Class "B" Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget PHP		Remarks (Brief Description of Program/Project)
				Adapt of (IBRE)	SubOpen of Bids	Notice of Award		Contract Signing	Total	
	Supply and Delivery of Conference Bags						GoP			Procurement of 2,500 pcs of Conference/Laptop Bags
	Supply and Delivery of Ballpoint Pens						GoP			Procurement of 3,000 pcs of ballpoint pens
	Supply and Delivery of Collar Pins						GoP			Procurement of 250 pcs of collar pins
	Supply and Delivery of Powerbanks						GoP			Procurement of 250 pcs of powerbanks
100010001	Supply and Delivery of Jackets	FPRB (PH-GOP and PCC Sec'direct)	NP-Small Value	1-Feb-19	8-Feb-19	9-Feb-19	GoP	965,000.00	965,000.00	Procurement of 1,500 pcs of jackets
D. Utilities										
100010001	Petroleum, Oil and Lubricants	AS	NP-2 Failed Bidding	29-Nov-18	6-Dec-18	9-Dec-18	GoP	6,433,000.00	6,433,000.00	Supply of petroleum, oil and lubricants of the DBM Central Office and Regional Offices
100010001	Supply and Delivery of Drinking Water	AS	NP-Small Value	15-Dec-18	22-Dec-18	22-Dec-18	GoP	700,000.00	700,000.00	This reflects the change in the mode of procurement as a result of failed bid. Supply and Delivery of Drinking Water with Hot and Cold Dispenser for CY 2019.
E. Telecommunication Services										
100010001	Telecommunication Services	ICTSS	Public Bidding	18-Feb-19	2-Mar-19	12-Mar-19	GoP	10,000,000.00	10,000,000.00	Provision for Telecommunication Link Services (data, network, voice, internet) among DBM Offices (DBM CO and DBM-ROs) for 2019-2020 based on the current contract price with upgrade on the MPLS and internet with add-on for the backup internet of ROs.
100010001	Data Plan with Tablet for DBM Senior Officials	AS	NP-Small Value	24-Mar-19	27-Mar-19	1-Apr-19	GoP	570,000.00	570,000.00	This supersedes the Indicative Annual Procurement Plan, dated July 20, 2018, to reflect the change in the schedule of procurement. Unlimited wireless broadband connections for DBM officials
F. Advertising Expenses										
100010001	Publication/Posting of Notices to Bidders/Gazettes for the 1st Quarter	AS	NP-Small Value			As the need arises	GoP	687,500.00	687,500.00	Publication requirements of the DBM Central Office
100010001	Publication/Posting of Notices to Bidders/Gazettes for the 2nd Quarter	AS	NP-Small Value			As the need arises	GoP	687,500.00	687,500.00	Publication requirements of the DBM Central Office
100010001	Publication/Posting of Notices to Bidders/Gazettes for the 3rd Quarter	AS	NP-Small Value			As the need arises	GoP	687,500.00	687,500.00	Publication requirements of the DBM Central Office
100010001	Publication/Posting of Notices to Bidders/Gazettes for the 4th Quarter	AS	NP-Small Value			As the need arises	GoP	687,500.00	687,500.00	Publication requirements of the DBM Central Office
G. Subscription Expenses										
100010001	Daily Subscription of Newspapers	AS	NP-Small Value	18-Mar-19	25-Mar-19	25-Mar-19	GoP	400,000.00	400,000.00	Daily subscription of newspapers
100010001	Subscription of Magazine including Online Subscription	AS	NP-Small Value	18-Mar-19	25-Mar-19	25-Mar-19	GoP	200,000.00	200,000.00	Subscription of magazines including online subscription
100010001	Magazine Subscription	BITS	NP-Small Value	15-Dec-18	22-Dec-18	22-Dec-18	GoP	31,070.00	31,070.00	Subscription of magazines for the DBM Library
H. Repair and Maintenance										
100010001	Preventive Maintenance for Kodak Scanners	AS	Direct Contracting	N/A	N/A	1-May-19	GoP	204,330.00	204,330.00	Preventive maintenance for the Kodak Scanners 4500 and 5200 series.
100010001	Preventive Maintenance of Fire Sprinkler	AS	NP-Small Value	11-Nov-18	2-Dec-18	17-Dec-18	GoP	900,000.00	900,000.00	Maintenance of the fire sprinkler system in the DBM Central Office
										This reflects the changes in the project title and the mode of procurement, as this project is started as "Comprehensive Maintenance of Fire Safety System (Automatic Fire Sprinkler System, Fire Detection and Alarm System and Fire Extinguishers)" in the Indicative Annual Procurement Plan, dated July 20, 2018.

29a Project
18 Dec
2018

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site

Item	Description	Delivery Schedule
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 1, 2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of Notice To Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Submission of one (1) original copy of the National Fire Protection Association (NFPA) 25: Standard for Inspection, Testing and Maintenance of Water Based Fire Protection Systems (Latest Edition) to the AS – GSD	Within Five (5) working days from receipt of NTP
3	Preventive Maintenance of Automatic Fire Sprinkler System installed at the DBM Buildings I,II, and III in accordance with the approved work schedule plan.	To commence within five (5) working days from the approval of the work schedule/ plan
4	Submission of weekly, monthly quarterly accomplishment reports, together with the preventive maintenance checklists, to the AS – GSD	Within three (3) working days from end of the period
5	Provision of on – call Mechanical Engineer and Safety Officer	As necessary

Section VII. Technical Specifications

ITEM	TECHNICAL SPECIFICATIONS	STATEMENT OF COMPLIANCE
1.	<p>1. Submission of the proposed weekly, monthly, quarterly work schedule/plan.</p> <p>1.1 The Supplier shall submit the proposed weekly, monthly, and quarterly work schedule/plan, for approval of the Administrative Service – General Services Division (AS – GSD)</p> <p>1.2 The proposal shall cover the eleven month contract implementation, in accordance with the National Fire Protection Association (NFPA) 25: Standard for the Inspection, Testing and Maintenance of Water – Based Fire Protection System (Latest Edition) and Section 10.2.6.5 “ Automatic Sprinkler and Other Extinguishing Equipment” of the Revised Fire Code of the Philippines.</p>	<p>“Comply”</p> <p>“Comply”</p> <p>“Comply”</p>
2.	<p>Submission of one (1) original copy of the National Fire Protection Association (NFPA) 25: Standard for Inspection, Testing and Maintenance of Water Based Fire Protection System (Latest Edition) to the AS – GSD</p>	<p>“Comply”</p>
3.	<p>Preventive maintenance of Automatic Fire Sprinkler System installed at the DBM building I,II, and III in accordance with the approved work schedule/plan</p> <p>3.1 The Supplier shall conduct the preventive maintenance of Automatic Fire Sprinkler System installed at the DBM Building I,II, and III in accordance with the approved work schedule/plan</p> <p>3.2 The Supplier shall be responsible and liable for The cost of repair due to damages caused by its own staff while conducting its maintenance work</p> <p>3.3 In case of replacement of detective units, the supplier shall submit complete details/specifications and proposals/quotation for the purpose.</p> <p>3.4 The Supplier shall provide on – time response to emergency calls. Response time for emergency calls due to system failure shall not be later than four (4) hours upon notice during working hours and within forty eight (48) hours upon receipt of notice during non – working hours.</p>	<p>“Comply”</p> <p>“Comply”</p> <p>“Comply”</p> <p>“Comply”</p>

	<p>3.5 The Supplier shall maintain records in a logbook of all the defects and works that have been carried out by the Supplier's Service Engineer. The said records shall be submitted to the AS – GSD.</p>	"Comply"
	<p>3.6 Upon repair/completion, the Supplier shall issue a certificate of testing to attest that the Automatic Fire Sprinkler Systems is in good running condition</p>	"Comply"
4.	<p>Submission of weekly, monthly , quarterly accomplishment reports, together with the preventive maintenance checklists, to the AS – GSD</p> <p>4.1 The Supplier shall submit weekly, monthly, and quarterly accomplishment reports together with the preventive maintenance checklists to the AS – GSD.</p> <p>4.2 The reports shall included detailed description for any defects/malfunctioning of the system and shall be rectified only upon the instruction of the duly authorized representative.</p>	<p>"Comply"</p> <p>"Comply"</p> <p>"Comply"</p>
5.	<p>Provision of on – call Mechanical Engineer and Safety Officer</p> <p>5.1. The supplier shall provide a Mechanical Engineer and a Safety Officer, with the following qualification, to manage the preventive maintenance activities of the DBM's Automatic Fire Sprinkler system:</p> <ol style="list-style-type: none"> 1. Mechanical Engineer <ol style="list-style-type: none"> 1.1 Valid Professional Regulation Commission license; and 1.2 Physical and Mentally fit, as evidenced by a medical certificate 2. Safety Officer <ol style="list-style-type: none"> 2.1 Safety Training Certificate from any training provider accredited by the Department of Labor and Employment <p>5.2 The submission by the supplier of the sworn statement attesting compliance to the above - enumerated qualifications shall be required by AS- GSD upon contract implementation</p>	<p>"Comply"</p> <p>"Comply"</p> <p>"Comply"</p> <p>"Comply"</p> <p>"Comply"</p>

	<p>Provision of on – call Mechanical Engineer and Safety Officer</p> <p>5.1 The supplier shall provide a ^{PROFESSIONAL} Mechanical Engineer and a Safety Officer, with the following qualification, to manage the preventive maintenance activities of the DBM's Automatic Fire Sprinkler system:</p> <ol style="list-style-type: none"> 1. Mechanical Engineer <ol style="list-style-type: none"> 1.1 Valid Professional Regulation Commission license; and 1.2 Physically and Mentally fit, as evidence by a medical certificate 2. Safety Officer <ol style="list-style-type: none"> 2.1 Safety Training Certificate from any training provider accredited by the Department of Labor and Employment 2.2 The submission by the supplier of the sworn statement attesting compliance shall be required by AS – GSD upon contract implementation <p>5.2 The submission by the supplier of the sworn statement attesting compliance to the above-enumerated qualifications shall be required by AS-GSD upon contract implementation.</p>	
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I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

SCHEDULE OF REQUIREMENTS
Preventive Maintenance of Fire Sprinkler System

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date to the project site.

Item	Description	Delivery Schedule
The bidder shall provide the following needed for the project:		
1.	Submission of proposed weekly, monthly and quarterly work schedule/plan for the period, February 1,2019 to December 31, 2019 for approval of the DBM Administrative Service (AS) Director	Within three (3) working days after the issuance of the Notice to Proceed (NTP) for the approval of Administrative Service General Services Division (AS-GSD)
2.	Submission of one (1) original copy of the National fire Protection Association (NFPA) 25: Standard for Inspection, Testing and Maintenance of Water Based Fire Protection Systems (Latest Edition) to the AS-GSD	Within Five (5) working days from receipt of NTP
3.	Preventive Maintenance of Automatic Fire Sprinkler System Installed at the DBM Buildings I, II and III in accordance with the approved work schedule plan.	To commence within five (5) working days from the approval of the work schedule/plan
4.	Submission of weekly, monthly quarterly accomplishment reports, together with the preventive maintenance checklist, to the AS-GSD	Within three (3) working days from end of the period
5.	Provision of on-call ^{Professional} Mechanical Engineer and Safety Officer	As necessary

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

Name of Payee: Palmer - Onia Inc.
 Title of Project: Preventive maintenance of fire sprinkler system
 Contract Cost: \$860,000.00 -

CHECKLIST OF DOCUMENTS		REMARKS
Checklist of documents forwarded to Finance Service for:		
A. FUNDING (OBLIGATION AND CAF)		
1. <input checked="" type="checkbox"/>	Purchase Request/APP	APP 2019
2. <input checked="" type="checkbox"/>	Pre-Inspection Report	
3. <input checked="" type="checkbox"/>	Obligation Request and Status	
4. <input checked="" type="checkbox"/>	Eligibility Documents of Suppliers	
5. <input checked="" type="checkbox"/>	Purchase Order/Contract	2019-039
6. <input checked="" type="checkbox"/>	Request for Price Quotation	
7. <input checked="" type="checkbox"/>	Abstract of Quotation	
8. <input checked="" type="checkbox"/>	Notice of Award	
9. <input checked="" type="checkbox"/>	Notice to Proceed	
10. <input checked="" type="checkbox"/>	Distribution List	
11. <input checked="" type="checkbox"/>	Other Documents, if any.	

Received checked items:

JOSEPH ACISTIO 7/1 8:57 am
 Print Name & Signature Date and Time

B. PROCESSING OF PAYMENT (DV)		
1. <input type="checkbox"/>	Obligation Request and Status	
3. <input type="checkbox"/>	Pre-Inspection Report	
4. <input type="checkbox"/>	Inspection and Acceptance Report	
5. <input type="checkbox"/>	Delivery Receipt	
6. <input type="checkbox"/>	Sales Invoice/Statement of Account	
7. <input type="checkbox"/>	Warranty/Guaranty Certificate	
8. <input type="checkbox"/>	Purchase Request / APP	
9. <input type="checkbox"/>	Purchase Order/Contract	
10. <input type="checkbox"/>	Request for Price Quotation	
11. <input type="checkbox"/>	Abstract of Quotation	
12. <input type="checkbox"/>	Notice of Award	
13. <input type="checkbox"/>	Notice to Proceed	
14. <input type="checkbox"/>	Distribution List	
15. <input type="checkbox"/>	Certificate of Acceptance from End-user	
16. <input type="checkbox"/>	F&SMI (Report of Supplies and Materials Issued)	
17. <input type="checkbox"/>	RIS (Requisition and Issue Slip)	
18. <input type="checkbox"/>	ICS (Inventory Custodian Slip)	
19. <input type="checkbox"/>	PAR (Property Acknowledgement Receipt)	
20. <input type="checkbox"/>	WMR (Waste Material Report)	
21. <input type="checkbox"/>	Other Documents, if any.	

Received checked items:

 Print Name & Signature Date and Time

C. ADDITIONAL DOCUMENTS, if any

Received checked items:

 Print Name & Signature Date and Time