



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

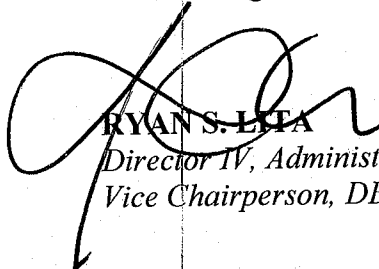
SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1

This SBB No. 1 dated April 17, 2018 for the Project, "Preventive Maintenance of Air-conditioning Units," is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS	CLARIFICATIONS/AMENDMENTS
<p>Section VII. Technical Specifications</p> <p>XXXX</p>	<p>Section VII. Technical Specifications</p> <p>XXXX</p> <p>NOTE: THE FIRM THAT SHALL BE ENGAGED BY THE PROCURING ENTITY TO PROVIDE THE PREVENTIVE MAINTENANCE OF AIR-CONDITIONING UNITS SHALL BE DISQUALIFIED FROM JOINING ANY RELATED PROJECTS DURING ITS CONTRACT IMPLEMENTATION.</p> <p>XXXX</p> <p>Attached is the Revised Section VII. Technical Specifications</p>

Other matters:

- The "No Contact Rule" shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective April 24, 2018 right after the opening of bids.
- For guidance and information of all concerned.


RYAN S. LITA
Director IV, Administrative Service
Vice Chairperson, DBM-BAC

Section VII. Technical Specifications (Revised)

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	Specification	Bidder's Statement of Compliance
1.	<p>Preventive maintenance activities for all air-conditioning units installed at DBM Buildings I, II, and III, to wit:</p> <p>Building I - 73 units of LG brand Building II - 146 units of Hitachi brand - 19 units of Koppel brand - 1 unit of Samsung brand - 22 units of Everest Brand - 11 units of LG Brand - 10 units of Back Up Unit (Various Brands) Building III - <u>99 units of LG brand</u> Total 381 units</p>	
	A. Daily checking of all air-conditioning units	
	<p>B. Monthly Maintenance:</p> <ol style="list-style-type: none"> 1. Removal of air filters for cleaning, and recommendation for replacement when necessary 2. Wiping of housing with stain remover 3. Straightening of dented fins 4. Inspection of the following: <ul style="list-style-type: none"> • Base pan for restricted drain opening (remove obstruction as necessary) • Coil and cabinet as needed • Fan motor and fan blades for wear and damage (lubricate as needed on older models) • Check-up of unit for abnormal noise and vibration • Control box voltage and high voltage contactors, relays, switches, and starter switch • Check-up of electrical controls and drain line 5. Re-tightening of electrical controls 6. Application of predictive maintenance by gathering operating parameters such as suction and discharge pressure, temperatures, system voltage, and current 	

C. Quarterly Maintenance Activities:

1. General cleaning of all air-conditioning units, including all internal components
2. Shutting off the unit
3. Removal of air filters for cleaning
4. Cleaning of the following parts:
 - Coiling coils (using power spray)
 - Fan blades
 - Condenser coil (with pressure washer)
 - Drain line (by flushing)
 - Blower assembly
 - All other internal components of the units
5. Greasing of motor bearing and other moving parts requiring lubrication
6. Technical audit of equipment condition, including freon charging and actual electrical reading operation of the units
7. Drying of internal components using compressed air
8. General service and inspection of all the components of the air-conditioning system
9. Assembly and start-up
10. Check-up and repair of undesirable noise and vibration of the unit
11. Observation of the compressor performance and recommendation for repair/replacement, if necessary
12. Check-up of all moving parts, such as fan motor bearing/bushing and shaft evaporator blower and blade, and recommendation for repair/replacement of parts, if necessary
13. Inspection of all components of the system, including electrical control, and implementation of required adjustment/s, recommendation for repair/replacement of parts as may be necessary
14. Check-up of all refrigerant lines in the air-conditioning system and replenishment of the same, if necessary
15. Check-up and repair of equipment corrosion, de-rust, which include preparation with primer and repainting of affected parts.
16. Update of the preventive maintenance ledger for each air-conditioning unit, and submission of quarterly report to the AS-GSD.
17. Recommendation on the repair and replacement of unit and parts that should be undertaken, and submission of complete item specifications and price quotation that may be used as reference (cost of labor and materials) within two (2) days upon the detection of defects for the following:

	<ul style="list-style-type: none"> • Recharging of owner supplied Freon-22 and Freon-410 • Replacement of owner supplied filter • Replacement of fan motor • Replacement of fan blade • Replacement of filter • Replacement of thermostat • Replacement of capacitor • Replacement of relay and timers • Replacement of switches • Replacement of control wire • Replacement of control harness wire • Replacement of compressor for: 3/4HP, 1.0HP, 1.5HP, 2.0HP, 2.5HP, 3.0HP, 4.0HP, 8.0HP, 10.0HP, and 12.0HP • Leak test and repair of Window-type, Split-type and VRF air-conditioning units <p>18. Cleaning of working area and cleaning of site</p>	
2.	<p>Provision of two (2) Air-conditioning Unit Technicians, who shall:</p> <ul style="list-style-type: none"> • Report to the DBM from Mondays to Saturdays, eight (8) hours a day • Submit proposed monthly and quarterly work schedules/plans at least two (2) days prior to the start of the covered period, for approval of the DBM-Building and Grounds Supervisor • Submit weekly, monthly and quarterly accomplishment reports at least five (5) days after the end of the covered period • Be responsible for the daily operation and monitoring of air-conditioning units to ensure proper setting and operation • Conduct troubleshooting of air-conditioning units • Conduct daily check-up of the air-conditioning units to ensure good running condition • Conduct periodic maintenance of the air-conditioning units, per approved schedule of the AS-GSD • Maintain a checklist for each air-conditioning unit (i.e., type/model/location and history of repair/replacement of parts per unit) to be made readily available for inspection of the DBM-Building and Grounds Supervisor 	

3.	One-day training and orientation on basic troubleshooting of air-conditioning units for DBM-AS personnel.	
4.	Such others as may be necessary to maintain the optimum performance of the air-conditioning units and as may be required by the AS-GSD.	
5.	The Preventive Maintenance Service Provider must be accredited by HITACHI, LG, KOPPEL, SAMSUNG and EVEREST or at least have a Mechanical Engineer in its roster of personnel.	

Note: The firm that shall be engaged by the Procuring Entity to provide the preventive maintenance of air-conditioning units shall be disqualified from joining any related projects during its contract implementation.

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

_____ Name of Company/Bidder	_____ Signature over Printed Name of Representative	_____ Date
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