

## TERMS OF REFERENCE

### I. PROJECT TITLE:

**SUPPLY OF LABOR AND MATERIALS FOR THE REPLACEMENT OF DEFECTIVE PARTS OF MITSUBISHI CITY-MULTI VRF AIR CONDITIONING SYSTEM OF THE SYSTEM NUMBER 2, FCU NUMBER 24, 26, 31, 32, 33, 37, 39, 40, 41, 42 SERVICING STAIRS STO TOMAS, OFFICE OF THE SECRETARY, HALLWAY ELEVATOR, LOUNGE AREA, OFFICE OF THE TREASURER OF THE PHILIPPINES, AND BOARD ROOM (REPAIR #5)**

### II. DESCRIPTION:

Replacement of defective FCU parts of the following system:

- Service Activity Report #236: System Number 2 FCU Number 24, 26, 31, 32, 33, 37, 39, 40, 41, 42.

### III. APPROVED BUDGET FOR THE CONTRACT (ABC):

One Hundred Thousand Pesos (Php100,000.00)

*Inclusive of all applicable tax*

### IV. MATERIAL SPECIFICATIONS

<u>ITEM</u>	<u>QTY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
1	2	<i>Tank</i>	Nitrogen Gas
2	8	<i>Tank</i>	Refrigerant Gas, Freon, 410A, 11.3kg
3	1	<i>Tank</i>	Acetylene
4	1	<i>Tank</i>	Oxygen
5	1	<i>Pc</i>	Refrigerant 141B
6	20	<i>Pcs</i>	Silver Rod
7	1	<i>Pc</i>	Flux

### V. SCOPE OF WORK

1. Mobilization of manpower, tools, and equipment.
2. Engineering supervision of the project.
3. Dismantling of damaged parts.
4. Replacement of defective parts
5. Testing and Commissioning
6. Cleaning of the working area

### VI. CONTRACT DURATION:

The project must be completed within Twenty (20) calendar days from the Purchase Order issuance.

### VII. WARRANTY:

One (1) year against material defects and faulty workmanship.

### VIII. RESPONSIBILITIES OF SUPPLIER / CONTRACTOR:

- a. Must have at least five (5) years of existence in the business.

*Nature of Business: Supply and Installation of Air Conditioning System Parts*

**IX. RESERVATION CLAUSE:**

The BTr reserves the right to reject documents which do not comply with the requirements, waive any formalities of documents or consider any submission of documents as substantial compliance reject any and all bids; declare a failure of bidding, annul the bidding process, or not to award the contract, without thereby incurring any liability to the affected bidder or bidders or if the funds/allotment for the program/project/activity has been withheld or reduced through no fault of the BTr.

The BTr assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Submitted by:

**LORETO O. HIDALGO, MNSA**

*Chief Treasury Operations Officer II*  
Facilities and Maintenance Division