

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 25, 27, 28, 29, 30, 34, 35, 36, 38 AND SYSTEM NUMBER 16, FCU 1, 2, 3, 4, 6, 7, 8, 9, 10, AND 11 SERVICING ODTOP, HALLWAY ELEVATOR, OFFICE OF THE SECRETARY, OTOP PANTRY, STAFF WORKING AREA, CRMD, CCTV ROOM, ISD, ISD DRESSING ROOM, ISD ARMORY ROOM, ISD HALLWAY, L/G LOBBY, DRIVER'S WAITING AREA, EXECUTIVE ELEVATOR LOBBY, PSMD STOCK ROOM, AND CARRIEDO CONFERENCE ROOM (REPAIR #3)

II. DESCRIPTION:

Replacement of defective FCU parts of the following system:

- Service Activity Report #269: System 2, FCU 25, 27, 28, 29, 30, 34, 35, 36, and 38 servicing ODTOP, Hallway Elevator, Office of the Secretary, OTOP Pantry, and Staff Working Area.
- Service Activity Report #297: System 16, FCU 1, 2, 3, 4, 6, 7, 8, 9, 10, and 11 servicing CRMD, CCTV Room, ISD, ISD Dressing Room, ISD Armory Room, ISD Hallway, L/G Lobby, Driver's Waiting Area, Executive Elevator Lobby, PSMD Stock Room, Carriedo Conference Room.
- Service Activity Report #356: System 16, ACCU 74, 75, & 76 Servicing ODTOP, Hallway, OSEC, Lounge, Elevator Lobby, OTOP Pantry and OTOP Staff Working Area.

III. APPROVED BUDGET FOR THE CONTRACT (ABC):

Five Hundred Thousand Pesos (Php500,000.00)

Inclusive of all applicable tax

IV. MATERIAL SPECIFICATIONS

<u>ITEM</u>	<u>QTY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
1	6	<i>Units</i>	Outdoor Linear Expansion Valve Model: EFM-AOYGMD-4R
2	19	<i>Units</i>	Linear Expansion Valve
3	3	<i>Units</i>	Solenoid Valve:
4	4	<i>Tanks</i>	Nitrogen Gas
5	3	<i>Tanks</i>	Oxyacetylene
6	15	<i>Pcs</i>	Silver Rod
7	2	<i>Cans</i>	Flux
8	3	<i>Tanks</i>	Refrigerant 141B
9	9	<i>Tanks</i>	Refrigerant Gas, Freon, 410A, 11.3kg
10	5	<i>Kg</i>	Coil Cleaner
11	4	<i>Pcs</i>	Aero Tape
12	1	<i>Can</i>	Aero Seal

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
7. Submit Warranty Certificate for the replaced parts.

VI. CONTRACT DURATION:

The project must be completed within Thirty (30) 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

- b. Contractor must have the Mitsubishi Electric City Multi-Software and M-Net for proper assessment of the Mitsubishi City Multi VRF Air Conditioning Units.

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:

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