

TERMS OF REFERENCE

I. PROJECT TITLE

SUPPLY OF LABOR AND MATERIALS FOR THE REPLACEMENT OF BROKEN SHAFTING, BEARING AND FAN BLOWER WHEEL OF AIR HANDLING SYSTEM SERVICING SECOND FLOOR QUADRANTS B, C AND E OF PALACIO DEL GOBERNADOR BUILDING

II. APPROVED BUDGET FOR THE CONTRACT (ABC)

Five Hundred Fifty-Six Thousand Pesos (PhP556,000.00)

Inclusive of all applicable tax

III. SCOPE OF WORK

1. Mobilization of manpower, tools, and equipment.
2. Dismantling of Air Handling Unit fixed top cover.
3. Engineering and cutting works using oxyacetylene and cut-off machine.
4. Dismantling of Air Handling Unit fan block and shafting.
5. Dismantling of Air Handling Unit fan blower and shafting.
6. Machining of new Air Handling Unit Shafting using a precision lathe machine.
7. Installation of new Air Handling unit shafting, Pillow Block Bearing, and Fan Blower.
8. Installation and retrofitting of Air Handling Unit Top Cover.
9. Installation and balancing of the Blower Wheel.
10. Painting of Air Handling Unit Cover using Epoxy Primer
11. Adjustment of Electric Motor Tension Belt.
12. Unit Start-up and check operating parameters.
13. Check electrical controls.
14. Testing and Commissioning.
15. Energized power supply.
16. Clearing of the working area.
17. Contractor to submit Waste Material Report and Warranty Certificate.

IV. MATERIAL SPECIFICATIONS

<u>QTY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
3	Sets	Blower Wheel Forward Curve - 1 ¾ " Shaft Diameter
3	Sets	Air Handling Unit Shafting - 1 ¾ " Shaft Diameter
6	Sets	SKF Pillow Block Bearing

6	Sets	SKF Flange Pillow Block Bearing
3	Sets	Machining of new Air Handling Unit Shafting
1	Lot	Consumable Materials such as Grease, Oil, Cutting Disc, Belts, Nuts, Hangers, and Support
1	Lot	Labor, Testing, and Commissioning.

V. CONTRACT DURATION

The project must be completed within thirty (30) calendar days from the receipt of the Purchase Order.

VI. PROJECT WARRANTY

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

VII. OTHER RESPONSIBILITIES OF THE SUPPLIER/CONTRACTOR

- a. Must have at least three (3) years' existence in the business.
Similar Contract: Supply of Labor and Materials for the Repair of Air Handling Units
- b. The Contractor shall submit the following requirements:
 1. DTI / SEC Registration Certificate
 2. Mayor's Permit
 3. PhilGEPS Registration Certificate

VIII. RESERVATION CLAUSE

The BTr reserves the right to reject documents that 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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