



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11842302
Procuring Entity DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION V
Title PREVENTIVE MAINTENANCE, CHECK UP AND ASSESSMENT OF AIR CONDITIONING UNITS IN DSWD FIELD OFFICE V FOR CY 2025
Area of Delivery Albay

Solicitation Number:	NF 2503-0173	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	Document Request List	0
Category:	Airconditioning Maintenance Services	Date Published	06/03/2025
Approved Budget for the Contract:	PHP 253,192.00	Last Updated / Time	05/03/2025 08:57 AM
Delivery Period:		Closing Date / Time	11/03/2025 09:00 AM
Client Agency:			
Contact Person:	Maria Wynna C. Quismorio Member, BAC Secretariat Rawis Legazpi City Albay Philippines 4500 63-52-4805670 procurement.fo5@dswd.gov.ph		

Description

PREVENTIVE MAINTENANCE, CHECK UP AND ASSESSMENT OF AIR CONDITIONING UNITS IN DSWD FIELD OFFICE V FOR CY 2025

Location: DSWD Field Office V (Rawis, Buraguis, AICS Gaisano)

A.) Quarterly General Cleaning

March 2025

17 unit a.) Window Type
 48 unit b.) Split Type, Wall Mounted
 2 unit c.) Split Type, Floor Mounted

June 2025

17 unit a.) Window Type
 48 unit b.) Split Type, Wall Mounted
 2 unit c.) Split Type, Floor Mounted

September 2025

17 unit a.) Window Type
 48 unit b.) Split Type, Wall Mounted

2 unit c.) Split Type, Floor Mounted

December 2025

17 unit a.) Window Type

48 unit b.) Split Type, Wall Mounted

2 unit c.) Split Type, Floor Mounted

Scope of Works:

A.) Cleaning of Filters, Panels, Front Covers, Blower Assembly, Drain Line, Fins, Evaporator and Condenser Coils

B.) Provision of Unit Parameters (Voltage, Current, High Side and Lowside Pressure) before and after maintenance

B.) System Assessment

Provision of technical assessment during the contract period to address unit malfunctions is free of charge and will only be required when a malfunction occurs. Provision of service report will also be given every after scheduled check-up.

Terms and Conditions:

The office shall only pay an amount equal to the number of units cleaned/ maintained at set schedule.

The BGMS has the option to exclude units included in the scheduled maintenance due to the following reasons:

A.) The unit is defective

B.) The office is close.

Qualifications:

The service and repair provider must be at least a duly accredited Service and Repair Enterprise under the category of 3-Star Type B Refrigeration and Airconditioning Shop by the Department of Trade and Industry (DTI).

Created by JENNIFER G REGALADO

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