



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
KEDUTAAN BESAR REPUBLIK FILIPINA
JAKARTA

REQUEST FOR QUOTATION

Emergency repair of one (1) air-conditioning unit

The Embassy of the Republic of the Philippines in Jakarta, Indonesia intends to procure services for the emergency repair of one (1) air-conditioning unit located at the Official Residence

Please refer to the attached Terms of Reference (ToR). The Approved Budget for Contract (ABC) is USD571.43 or IDR8,000,000.00 with exchange rate fixed at USD1.00 = IDR14,000.00, chargeable against UMOROER under LQA.

The Embassy invites all interested technically, legally and financially capable companies to submit their respective proposal for the procurement not later than 14 March 2022. The Embassy accepts open quotations submitted directly, through facsimile or email at the address and fax number given below:

Mr. JULIUS P. CALISIN
Property Officer and Attaché
Jl. Imam Bonjol 8 Menteng Jakarta Pusat Indonesia
Tel. No. : 3100334
Fax No. : 3151167
Email : julius.calisin@dfa.gov.ph

This Request for Quotation shall be posted at the official website of the Embassy (<https://jakartape.dfa.gov.ph/>), at conspicuous place in the premises of the Embassy. It shall be also be posted at the PhilGEPS website facility for procurements abroad if the facility is available.

Jakarta, 07 March 2022

By Authority of the Bids and Awards Committee (BAC)


GLENN JOSEPH D. TEH
Vice Chairperson, BAC

Terms of Reference

Emergency repair of one (1) air-conditioning unit located at the Official Residence

The Approved Budget for Contract (ABC) is USD571.43 or IDR8,000,000.00 with exchange rate fixed at USD1.00 = IDR14,000.00.

General Conditions

1. The quotation must include documents showing that the service provider is technically, legally, and financially capable to fulfil contract.
The following are the accepted documents:
 - Notarial deed of establishment;
 - Taxpayer Identification Number;
 - Business Number; and
 - Trade Business License.
2. The quotation must be in IDR and for all the of items listed herein.
3. The quoted price shall be the final price and include all applicable taxes (including Value Added Tax).
4. The prices quoted must be valid and not be subject to any changes.
5. The quotation must include a detailed price computation.
6. The quotation must include a duly accomplished and signed statement of compliance with the Terms of Reference.

Scope of Work

1. The Contractor shall provide the following repair and part replacement:

Service	Quantity
Repair and Replacement of Compressor 3pk/horsepower	1
Repair and Replacement of Capacitor 50 UF, 3pk/horsepower	1
Full Freon Refill R22 3pk/horsepower	1
Repair and Replacement of Terminal Cable Compressor	1
R11 Oil and Compressor Oil	1
Pipe Welding	1

2. The Contractor shall ensure all its personnel are in proper uniform and wear their company ID cards at all time while inside the Embassy and Official Residence.
3. The Contractor must provide at least (6) months warranty for part replacements.
4. The contractor must follow health and safety protocols:
 - Follow all safety precautions in the application and handling of all chemicals (e.g. freon);
 - Provide Personal Protective Equipment to technicians during operations; and
 - The Contractor shall follow standard Covid-19 health and safety protocols.

Payment terms

1. Payment shall be made within ten (10) days after the completion of service and receipt of invoice.
2. Payment shall only be made to rendered services only.