

	NOTE: 1. All entries must be typewritten on your company letterhead. 2. Price Validity shall be for a period of thirty (30) calendar days.		
Terms	30 days from receipt of Invoice		
Delivery	30 days from the receipt of NTP		
ABC	The approved budget for the contract (ABC) inclusive of applicable taxes		Php15,000.00

Please submit your **quotation and legal** documents duly signed by your authorized representative to email address bhong_ducusin@tpb.gov.ph not later than **4 November 2022 at 5:00 PM**, subject to the Terms and Conditions stated herein and the shortest time of delivery.

Please be informed that the Tourism Promotions Board is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%)

Thank you very much.


ROSELLE D. ROMERO
27 October 2022

Acting Head, Procurement and General Services Division

Contact person: Jose T. Ducusin, Jr
Contact number: 02 8525 -7312 / 8525 – 9318 to 27

TECHNICAL SPECIFICATION			
Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement against each of the Individual parameters of each Specification			
Item	Description	Total Quantity	Bidder's Statement of Compliance
A.	Corrective Maintenance Services for Air-conditioning units at the Legal Department and MARCOM	1 lot	
	- Repair of KOPPEL Wall Mounted Air-conditioning unit at the LEGAL Department SCOPE OF WORKS: <ul style="list-style-type: none"> • Check-up leakages • Flushing, leaktest & repair of System • Vacuuming & recharging of refrigerant • Test run & turnover of unit 		
	- Repair of SAMSUNG Ceiling Cassette inverter type Air-condition unit at MARCOM SCOPE OF WORKS: <ul style="list-style-type: none"> • Replace of new Coil Sensor • Replace of new Eeprom • Parts and Labor for re-install new outdoor fan Motor & Commissioning 		
	DELIVERY DATE: Must be delivered within Thirty (30) calendar days upon receipt of Notice to Proceed (NTP) after which liquidated damages shall be imposed.		
SCHEDULE OF REQUIREMENTS			
	PAYMENT SCHEDULE Payment will be on a send-bill arrangement to be settled within thirty (30) calendar days upon receipt of the billing statement. Payments will be made through a Landbank of the Philippines (LPB) deposit. In case the supplier does not have an LBP account, bank charges will be shouldered by the supplier		
TERMS OF PAYMENT			
	1. Please send the billing statement to the TOURISM PROMOTIONS BOARD PHILIPPINES after the completion of services.		

	2. The supplier must have a Land bank account. Payment will be made through an LBP bank deposit. In case the supplier does not have a Land bank account, bank charges will be shouldered by the supplier.	
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I hereby certify to Comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of
Representative

Date