



**PHILIPPINE NATIONAL OIL COMPANY**

PNOC Building VI, Energy Center

Rizal Drive, BGC, Taguig City

Tel. No.: 8789 – 7662

[www.philgeps.gov.ph](http://www.philgeps.gov.ph) / [www.pnoc.com.ph](http://www.pnoc.com.ph)

**REQUEST FOR QUOTATION / PROPOSAL**

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : **May 8, 2023**  
Project Title : **Dismantling and Repair of Transfer Pump at PNOC Building 6**  
Reference No. : **2023-05-138**  
Total ABC : **PhP240,000.00**  
Submission Deadline: **May 15, 2023 / 5:00 PM**

Accomplished Price Quotation/Proposal and Compliance Form may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to [procurement@pnoc.com.ph](mailto:procurement@pnoc.com.ph) and [cdbbool@pnoc.com.ph](mailto:cdbbool@pnoc.com.ph) no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)
- Omnibus Sworn Statement (Unnotarized) copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment).

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.

  
**ATTY. GRACIELA M. BARLETA**  
Chairperson  
Bids and Awards Committee

# PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

## TERMS OF REFERENCE

### DISMANTLING AND REPAIR OF TRANSFER PUMP AT PNOC BUILDING 6

#### SCOPE OF WORKS:

1. Conduct inspection and site evaluation prior to start of work.
2. Coordinate with PNOC representative for power service disconnection if necessary.
3. Dismantling, hauling and pull-out of defective unit for shop repair.
4. Evaluate, Disassemble, re-build and machining.
5. Machining of bearings housing prior to bearing replacement if necessary.
6. Replace all unit bearings.
7. Replace shaft seal and gaskets
8. Lubricating/greasing of mechanism.
9. Re-assemble the transfer pump with replace gaskets/seal and make certain that inside components are complete and duly cleaned.
10. Conduct no-load test run.
11. Re-paint (Standard) transfer pump unit as existing body color.
12. Delivery and re-installation of the unit.
13. Replace corroded transfer pump suction pipe at cistern tank.
14. Testing and commissioning.
15. Return waste materials to PNOC.
16. Demobilization of personnel, tools and equipments.

#### LABOR REQUIREMENT/S:

- Provide skilled electrical technicians, supervising personnel to include materials, safety kits, standard tools and calibrated test instruments.
- Bidder should be an electrical, mechanical or pump motor supplier and installer or repair contractor.

#### OTHER DOCUMENTARY REQUIREMENT/S:

- Submit at-least Two (2) satisfactorily completed pump motor supply and installation or repair project. As proof, Bidder must submit certification issued by the client (NOA, NTP, PO/Contract, or Certificate of completion) to attest to the satisfactory service rendered by the contractor.

#### COMPLETION OF WORK:

- Work should be completed in twenty (21) calendar days.

NOTE: Delays due to work stoppage ordered by GSD shall not be counted against the set completion date.

#### WARRANTY PROVISIONS:

- All equipment, materials and workmanship shall be guaranteed for a period of six (6) months from date of acceptance. At any time within the period of guarantee and upon notification, the contractor shall repair and/or rectify all the deficiencies, including replacement of parts or entire unit, at the sole option of PNOC and without cost to PNOC.

LOT No.	UOM	Technical Specifications	QTY	Total Quotation Amount
1	lot	Dismantling and Repair of Transfer Pump at PNOB Building 6 (ABC: PhP240,000.00)	1	
Contract Duration:		Twenty One (21) Calendar days		

### TERMS AND CONDITIONS

1. Payment Terms: Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Organization : \_\_\_\_\_

Organization Address : \_\_\_\_\_

Tel No. / Mobile No. and Email Address : \_\_\_\_\_