



**BIDS AND AWARDS COMMITTEE**

**Supplemental/Bid Bulletin No.1**

**SUPPLY, DELIVERY, INSTALLATION, TESTING, AND COMMISSIONING OF VARIOUS AIR-CONDITIONING UNITS AT THE ANNEX BUILDING OF THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)**  
**Bid Ref. No. DENR-CO-2024-008**

This **Supplemental/Bid Bulletin No.1** is being issued to revise provisions/specifications in the Bidding Documents and to address queries/clarifications sent thru email by the prospective bidder for the aforementioned project:

<b>A. Revision to provisions/specifications in the Bidding Documents:</b>																																							
<b>FROM</b>		<b>TO</b>																																					
<b>Section VI. SCHEDULE OF REQUIREMENTS</b>																																							
Schedule of Requirements (Terms of Reference as of 04 April 2024)		Revised Schedule of Requirements (Terms of Reference as of 19 April 2024)																																					
<b>Section VII. TECHNICAL SPECIFICATIONS</b>																																							
<table border="1"> <thead> <tr> <th colspan="2">Project Requirements</th> </tr> </thead> <tbody> <tr> <td colspan="2">...XXX...</td> </tr> <tr> <th colspan="2">1.5 HP Wall Type Inverter</th> </tr> <tr> <td>BTU Cooling Capacity</td> <td>12,000 BTU (Min.)</td> </tr> <tr> <td>Power Source V/Ph/Hz</td> <td>208-230/240V 1Ø 60HZ</td> </tr> <tr> <td>Rated Input</td> <td>W-1096 Minimum/Max. 1600</td> </tr> <tr> <td>Max. Current</td> <td>A-4.78 Minimum/Max. 8.22</td> </tr> <tr> <td>Energy Efficiency Ratio (EER)</td> <td>21 (Minimum)</td> </tr> <tr> <td colspan="2">...XXX...</td> </tr> </tbody> </table>		Project Requirements		...XXX...		1.5 HP Wall Type Inverter		BTU Cooling Capacity	12,000 BTU (Min.)	Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ	Rated Input	W-1096 Minimum/Max. 1600	Max. Current	A-4.78 Minimum/Max. 8.22	Energy Efficiency Ratio (EER)	21 (Minimum)	...XXX...		<table border="1"> <thead> <tr> <th colspan="2">Project Requirements</th> </tr> </thead> <tbody> <tr> <td colspan="2">...XXX...</td> </tr> <tr> <th colspan="2">1.5 HP Wall Type Inverter</th> </tr> <tr> <td>BTU Cooling Capacity</td> <td>12,000 BTU (Min.)</td> </tr> <tr> <td>Power Source V/Ph/Hz</td> <td>208-230/240V 1Ø 60HZ</td> </tr> <tr> <td>Rated Input</td> <td>W-1096 Minimum/Max. 1600</td> </tr> <tr> <td>Max. Current</td> <td>A-4.78 Minimum/Max. 8.22</td> </tr> <tr> <td>Energy Efficiency Ratio (EER)</td> <td><b>12 (Minimum)</b></td> </tr> <tr> <td colspan="2">...XXX...</td> </tr> </tbody> </table>		Project Requirements		...XXX...		1.5 HP Wall Type Inverter		BTU Cooling Capacity	12,000 BTU (Min.)	Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ	Rated Input	W-1096 Minimum/Max. 1600	Max. Current	A-4.78 Minimum/Max. 8.22	Energy Efficiency Ratio (EER)	<b>12 (Minimum)</b>	...XXX...	
Project Requirements																																							
...XXX...																																							
1.5 HP Wall Type Inverter																																							
BTU Cooling Capacity	12,000 BTU (Min.)																																						
Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ																																						
Rated Input	W-1096 Minimum/Max. 1600																																						
Max. Current	A-4.78 Minimum/Max. 8.22																																						
Energy Efficiency Ratio (EER)	21 (Minimum)																																						
...XXX...																																							
Project Requirements																																							
...XXX...																																							
1.5 HP Wall Type Inverter																																							
BTU Cooling Capacity	12,000 BTU (Min.)																																						
Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ																																						
Rated Input	W-1096 Minimum/Max. 1600																																						
Max. Current	A-4.78 Minimum/Max. 8.22																																						
Energy Efficiency Ratio (EER)	<b>12 (Minimum)</b>																																						
...XXX...																																							

<b>B. Response to queries/clarifications:</b>																																					
<b>QUERIES/CLARIFICATIONS</b>	<b>RESPONSE</b>																																				
<p>Request for the following technical specifications to consider:</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Request</th> </tr> </thead> <tbody> <tr> <td colspan="2"><b>3.0 TR Floor Type Inverter</b></td> </tr> <tr> <td>Energy Efficiency Ratio (EER)</td> <td>10.33-12.3 (Minimum)</td> </tr> <tr> <td>Compressor Type</td> <td>Twin Rotary Type or Twin BLDC Rotary</td> </tr> <tr> <td colspan="2"><b>5.0 TR Floor Type Inverter</b></td> </tr> <tr> <td>BTU Cooling Capacity</td> <td>45,000-60,000 BTU (Min.)</td> </tr> <tr> <td>Compressor Type</td> <td>Twin Rotary Type or Twin BLDC Rotary</td> </tr> <tr> <td colspan="2"><b>5.0 TR Ceiling Type Inverter</b></td> </tr> <tr> <td>Rated Power</td> <td>4950-5100 Minimum</td> </tr> <tr> <td>Rated Current</td> <td>17.4 (Minimum)/ (Max) 21.2-22.6 A</td> </tr> <tr> <td>Energy Efficiency Ratio (EER)</td> <td>10.33-10.6 (Minimum) BTU/h</td> </tr> <tr> <td>Compressor Type</td> <td>Twin Rotary Type or Twin BLDC</td> </tr> <tr> <td colspan="2"><b>1.5 HP Wall Type Inverter</b></td> </tr> <tr> <td>Compressor Type</td> <td>Twin Rotary Type or BLDC Rotary</td> </tr> <tr> <td colspan="2"><b>2.5 HP Wall Type Inverter</b></td> </tr> <tr> <td>Rated Current</td> <td>8.8-10.0 (Minimum)/ (Max) 17.95</td> </tr> <tr> <td>Energy Efficiency Ratio (EER)</td> <td>11.09-12.9 (Minimum)</td> </tr> <tr> <td>Compressor Type</td> <td>Rotary Type or BLDC Rotary</td> </tr> </tbody> </table>	Description	Request	<b>3.0 TR Floor Type Inverter</b>		Energy Efficiency Ratio (EER)	10.33-12.3 (Minimum)	Compressor Type	Twin Rotary Type or Twin BLDC Rotary	<b>5.0 TR Floor Type Inverter</b>		BTU Cooling Capacity	45,000-60,000 BTU (Min.)	Compressor Type	Twin Rotary Type or Twin BLDC Rotary	<b>5.0 TR Ceiling Type Inverter</b>		Rated Power	4950-5100 Minimum	Rated Current	17.4 (Minimum)/ (Max) 21.2-22.6 A	Energy Efficiency Ratio (EER)	10.33-10.6 (Minimum) BTU/h	Compressor Type	Twin Rotary Type or Twin BLDC	<b>1.5 HP Wall Type Inverter</b>		Compressor Type	Twin Rotary Type or BLDC Rotary	<b>2.5 HP Wall Type Inverter</b>		Rated Current	8.8-10.0 (Minimum)/ (Max) 17.95	Energy Efficiency Ratio (EER)	11.09-12.9 (Minimum)	Compressor Type	Rotary Type or BLDC Rotary	<p><b>Request denied.</b></p>
Description	Request																																				
<b>3.0 TR Floor Type Inverter</b>																																					
Energy Efficiency Ratio (EER)	10.33-12.3 (Minimum)																																				
Compressor Type	Twin Rotary Type or Twin BLDC Rotary																																				
<b>5.0 TR Floor Type Inverter</b>																																					
BTU Cooling Capacity	45,000-60,000 BTU (Min.)																																				
Compressor Type	Twin Rotary Type or Twin BLDC Rotary																																				
<b>5.0 TR Ceiling Type Inverter</b>																																					
Rated Power	4950-5100 Minimum																																				
Rated Current	17.4 (Minimum)/ (Max) 21.2-22.6 A																																				
Energy Efficiency Ratio (EER)	10.33-10.6 (Minimum) BTU/h																																				
Compressor Type	Twin Rotary Type or Twin BLDC																																				
<b>1.5 HP Wall Type Inverter</b>																																					
Compressor Type	Twin Rotary Type or BLDC Rotary																																				
<b>2.5 HP Wall Type Inverter</b>																																					
Rated Current	8.8-10.0 (Minimum)/ (Max) 17.95																																				
Energy Efficiency Ratio (EER)	11.09-12.9 (Minimum)																																				
Compressor Type	Rotary Type or BLDC Rotary																																				
<p>May we confirm if the specifications for the 1.5 HP Wall Type Inverter of 21 (Minimum) is a typographical error?</p>	<p>Yes. Corrected specification is reflected in the attached Revised Schedule of Requirements and Revised Technical Specifications.</p>																																				

Bidders are advised to use the following attached forms and submit together with all other required documents for the submission of bids on **29 April 2024, 11:00 AM:**

- 1) Section VI. Revised Schedule of Requirements (Terms of Reference as of 19 April 2024)**
- 2) Section VII. Revised Technical Specifications**

Also please use the **Revised Checklist of Technical and Financial Documents** as a guide/reference.

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For guidance and information of all concerned.

Issued this 22<sup>nd</sup> day of April 2024 in Quezon City.

Approved by:

(sgd.) **EVELYN G. NILLOSAN**  
Chief, Management Division &  
Alternate Vice Chairperson, Bids and Awards Committee

<b>Received by:</b>		
_____	_____	_____
(SIGNATURE OVER PRINTED NAME)	DATE	NAME OF COMPANY
(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE DENR BAC OFFICE @ 8926-2675)		

## **SECTION VI. REVISED SCHEDULE OF REQUIREMENTS**

**Instruction to Bidders:** **Please fill up the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".**

### **A. TERMS OF REFERENCE as of 19 April 2024**

#### **TERMS OF REFERENCE**

**Supply, Delivery, Installation, Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building**  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

#### **1. ABSTRACT**

Title of the Project : **Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building DENR Compound, Visayas Ave, QC**

Project Location : **DENR Central Office, DENR Compound, Visayas Avenue, Diliman, Quezon City, Metro Manila, 1128**

Approved Budget for the Contract (ABC) : **P 5,000,000.00**

Duration : **90 Calendar Days**

#### **2. OBJECTIVES**

- 2.1. To provide the prospect Service Provider with sufficient background information on the **Supply, Delivery, Installation, Testing, And Commissioning for the Connection of 49 units of Various Air-conditioning Units at the Annex Building DENR Compound, Visayas Avenue, Diliman, Quezon City, 1128**, which will be completed within **90 calendar days** at a cost most advantageous to the government in an acceptable quality and workmanship;
- 2.2. To describe the proposed project and its constituent components, including specifications and technical details; and
- 2.3. To determine the roles and responsibilities of the winning Service Provider throughout the entire process, from pre-implementation to post-completion phases.

#### **3. SCOPE OF WORKS**

- 3.1. The Service Provider, at their own expense, shall supply the necessary Documents, Labor, Materials, Tools, Supplies, Equipment, and Appurtenances;
- 3.2. The Service Provider shall manage and supervise the Project to its satisfactory completion in accordance with the Specifications, and Terms

Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

---

- of Reference (TOR) approved by the Head of the Procuring Entity (HoPE) or any duly authorized representative;
- 3.3. The Service Provider shall conduct site inspection to determine the specific needs of the project; and
- 3.4. The Service Provider shall perform the following tasks:
- 3.4.1. CLEARANCES**
- a. Secure the following permit:
- Work Permit: permit issued by the General Services Division (GSD), including the rules and regulations to be observed by the Service Provider for the duration of the project; and
  - Notice to Proceed (NTP): issued by the HoPE to initiate and authorize the mobilization and implementation of the project
- 3.4.2. MOBILIZATION AND DEMOBILIZATION**
- a. Mobilize and transport equipment, materials, and employees to the site upon receipt of NTP to the project site;
- b. Conduct meeting with the General Service Division – Building Management Section (GSD-BMS) prior to the issuance of Work Permit; and
- c. Conduct Pre-contract implementation meeting with the Director of Administrative Service or any duly authorized representative; and
- d. Demobilize or remove the same upon receipt of clearance from GSD after the completion of the project.
- 3.4.3. STORAGE**
- a. Deliver all supplies and materials at a location designated by the Director of Administrative Service or any duly authorized representative;
- b. Coordinate with the Supply Management Section (SMS) for verification of all deliveries. SMS is to coordinate with the Inspection and Pre-acceptance Committee (IPC);
- c. Ensure that all supplies and materials are properly turned over and delivered on the designated location in good quality and condition;
- d. Provide a record of delivery indicating its time; and
- e. Store materials to ensure the preservation of their quality and fitness for their work and to facilitate prompt inspection;
- 3.4.4. DAMAGE PREVENTION**
- a. Secure the project site to prevent illegal entry or work damage during the entire duration of the contract;

Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

- b. Comply with pertinent regulations and adopt safety measures, such as but not limited to enclosures, shielding, coverings, and off limits signs surrounding the project site;
- c. Undertake all necessary precautions to prevent damages to all existing structures, which are to remain and do not require any modification; and

**3.4.5. MECHANICAL WORKS**

- a. Lay-out copper tubing ¾, 5/8, 3/8, ½, and ¼ including insulation and wrap with polyethylene tape.
- b. Installation of Split Type Air-condition units with complete copper pipes, insulation and other accessories necessary

Item no.	Description	Qty.	Capacity	Power Supply
1	Floor Mounted Split Type	5	5 Tons of Refrigeration (TR)	230V/240V, 1Ph, 60Hz
2	Ceiling Type	1	5 Tons of Refrigeration (TR)	230V/240V, 1Ph, 60Hz
3	Floor Mounted Split Type	14	3 Tons of Refrigeration (TR)	230V/240V, 1Ph, 60Hz
4	Wall Mounted Split Type	18	2.5 Horse Power (HP)	230V/240V, 1Ph, 60Hz
5	Wall Mounted Split Type	11	1.5 Horse Power (HP)	230V/240V, 1Ph, 60Hz

- c. Perform precise Freon 410A or R32 charging, adhering to DENR standards and safety protocols for efficient system operation.
- d. Testing and Commissioning to be witnessed in the presence of any duly authorized representative.
- e. Any mechanical equipment and accessories to be used in the air-conditioning units shall conform to the building standards as set and prescribed by the Philippine Mechanical Engineering Code.

**3.4.6. PIPING WORKS**

- a. Install and connect drain pipe to the main drain.
- b. Conduct pressure tests to verify integrity of the piping system.
- c. Implement corrosion protection measures for long-term durability.

**3.4.7. FABRICATION AND PAINTING WORKS**

- a. Fabricate and paint air conditioning stand and hanger bracket



Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

---

**3.4.8. ELECTRICAL WORKS**

- a. Perform all electrical works in accordance with the approved Specifications.
- b. Install circuit breaker 50 amperes and 30 amperes, heavy duty.
- c. Connect the feeder line #12, #10, and #8 THHN/THWN.
- d. Install electrical wirings, shielded wire, flexible liquid type hose, outlets, switches, and all other necessary connections for the completion of the project; and
- e. Complete testing and commissioning of electrical power system;

**3.4.9. CLEANING**

- a. Remove and dispose of all dirt and debris and keep project site clean, neat, and orderly at all times during the progress of the work to prevent accidents; and
- b. Collect and remove all debris from the site daily by service provider with the accordance of the standard of DENR.

**3.4.10 TESTING AND COMMISSIONING**

- a. Flushing the system for leak test
- b. Functional testing of individual components (compressor, evaporator, condenser, etc.).
- c. Performance testing under various load conditions.
- d. Testing of safety features and emergency shutdown procedures.
- e. Verification of temperature and humidity control parameters.
- f. Calibration of sensors and control systems.
- g. Verification of control sequences and interlocks.
- h. Balancing of air distribution systems.

**4. GENERAL REQUIREMENT**

- 4.1. The Service Provider shall visit the site and thoroughly inspect existing facilities and properly consider, in the preparation of the supply and installation, how such conditions will affect the work indicated on the Specifications. Failure to do so will in no way relieve the Service Provider of the responsibility for furnishing labor, materials, and equipment required;

Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

- 4.2. The Service Provider shall supply and submit a list of personnel, materials, and equipment necessary for the project in accordance with the approved Specifications and Terms of Reference;
- 4.3. The Service Provider shall finish with first class workmanship to the satisfaction of the HoPE or any duly authorized representative;
- 4.4. The Service Provider shall submit every Friday of each week a Report composed of the following attachments and addressed to the Director of Administrative Service or any duly authorized representative:
  - a) Activity Report, indicating Works in progress; and
  - b) Resources Report, indicating manpower, equipment available on site, and materials delivered on site.
- 4.5. The Service Provider shall finish with first quality workmanship to the satisfaction of the Head of Procuring Entity (HoPE) or any duly authorized representative;
- 4.6. The Service Provider shall offer a system/equipment that is in the Philippine Market for at least minimum eight (8) years; and.
- 4.7. The Service Provider shall follow guidelines on minimum health standard set by the Inter-Agency Task Force.

**5. EQUIPMENT AND MANPOWER REQUIREMENT**

- 5.1. The Service Provider shall provide the respective key personnel:

Key Personnel	Description	Years of Experience Required	Documents
Project Engineer/Project Leader	Licensed Mechanical Engineer	Five (5) years in Air-conditioning unit Project	Curriculum Vitae, Valid Professional Identification Card issued by Professional Regulation Commission (PRC)
Senior Technician	Air-con Technician	Five (5) years in Air-conditioning Unit Project	Curriculum Vitae, Valid National Certificate (NC II) issued by TESDA or TESDA Accredited Party

- 5.2. The Service Provider shall provide Laborer(s), with no minimum requirement as to number of years of experience;
- 5.3. The Service Provider shall provide the following minimum equipment:
  - a. Grinders;



Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

- b. Cutters;
  - c. Electrical Tools, such as but not limited to pliers, voltmeter, and ammeter;
  - d. Painting Tools, such as but not limited to paint tray, paint rollers, and painter's tape; and
  - e. Cleaning Equipment, such as vacuum;
- 5.4. The Service Provider shall submit the following documents of key personnel:
- a. Curriculum Vitae;
  - b. Copy of valid and current Professional Identification Card issued by PRC or applicable certification/s issued by an authorized agency or institution; and
  - c. List of completed or on-going contracts of similar in nature.
- 5.5. The Service Provider shall have no history of overdue deliveries or unperformed services intended for any government office.

**6. TECHNICAL SPECIFICATIONS**

**a) 3.0 TR Floor Type Inverter**

British Thermal Unit (BTU) Cooling Capacity ---- 36,000 BTU (Min.)  
 Power Source V/Ph/Hz -----208-230/240V 1Ø 60HZ  
 Rated Power ----- 3100 Min./Max. 3500  
 Rated Current -----13 (Minimum)/(Maximum) 20.2  
 Energy Efficiency Ratio (EER) -----12.3 (Minimum)  
 Refrigerant Type -----R-410-A/R-32  
 Compressor Type -----Twin Rotary Type

**b) 5.0 TR Floor Type Inverter**

BTU Cooling Capacity -----60,000 BTU (Min.)  
 Power Source V/Ph/Hz -----220-230/240V 1Ø or 3Ø 60HZ  
 Rated Power -----4100 Minimum/Maximum 5100  
 Rated Current -----17.4 (Minimum)/(Maximum) 21.2  
 Energy Efficiency Ratio (EER) -----10.6 (Minimum)  
 Refrigerant Type -----R-410-A/R-32  
 Compressor Type -----Twin Rotary Type

**c) 5.0 TR Ceiling Type Inverter**

BTU Cooling Capacity -----60,000 BTU (Min.)  
 Power Source V/Ph/Hz -----220-230/240V 1Ø or 3Ø 60HZ  
 Rated Power -----5100 Minimum  
 Rated Current -----17.4 (Minimum)/(Max.) 21.2  
 Energy Efficiency Ratio (EER) -----10.6 (Minimum)  
 Refrigerant Type ----- R-410-A/R-32

**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.**

(page 7 of 11)

Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

Compressor Type ----- Twin Rotary Type

**d) 1.5 HP Wall Type Inverter**

BTU Cooling Capacity -----12,000 BTU (Min.)  
 Power Source V/Ph/Hz -----208-230/240V 1Ø 60HZ  
 Rated Input -----W-1096 Minimum/Max. 1600  
 Max. Current -----A-4.78 Minimum/Max. 8.22  
 Energy Efficiency Ratio (EER) -----12 (Minimum)  
 Refrigerant Type -----R-410-A/R-32  
 Compressor Type -----Rotary Type

**e) 2.5 HP Wall Type Inverter**

BTU Cooling Capacity -----24,000 BTU (Min.)  
 Power Source V/Ph/Hz -----208-230/240V 1Ø 60HZ  
 Rated Input -----W-1896 (Min.)/(Max.) 4115  
 Max. Current -----A-10.0 Minimum/Max. 17.95  
 Energy Efficiency Ratio (EER) -----12.9 Minimum  
 Refrigerant Type -----R-410-A/R-32  
 Compressor Type -----Rotary Type

**7. MODE OF PAYMENT**

- 7.1. The ABC of this project is Five Million pesos (Php 5,000,000.00), inclusive of all applicable government taxes and charges;
- 7.2. The Service Provider shall not claim additional payments or damages for any delay or extra expense caused by encountering construction or materials other than anticipated or different from those indicated;
- 7.3. In consideration of the services to be performed under this TOR, the DENR shall pay the Service Provider the contract amount, inclusive of all applicable taxes;
- 7.4. Terms of Payment shall be Progress Billing;

PAYMENT	DELIVERABLES	DOCUMENTARY REQUIREMENTS	PERCENTAGE OF CONTRACT PRICE
Progress Billing No. 1	Supply and Delivery of the Air-conditioning Units and other necessary accessories thirty (30) calendar days from Notice to Proceed	Delivery Reciept and Sales Invoice	60%
Final Billing	Completion (Installation, Commissioning, and Testing) sixty (60) calendar days from Notice to Installation.	Certificate of Acceptance and Certificate of Completion	40%

Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

7.5. Payment is given in full only after completion and acceptance of the project.

**8. WARRANTY**

- 8.1. The Service Provider shall issue a certificate of warranty to DENR which shall commence from the date of Issuance of Certificate of Acceptance;
- a. Five (5) Year Minimum Warranty period on Parts and Accessories
  - b. Five (5) Year Minimum Warranty period on the Compressor Motor
  - c. Five (5) Year Minimum Warranty period on the electronic Board, Indoor and Outdoor
- 8.2. The response time for technical assistance shall be within 24 hours from receipt of notice for service, including repair and replacement; and
- 8.3. The DENR shall be notified in case the office address and contact details of the Service Provider changes.

**9. MISCELLANEOUS PROVISION**

- 9.1. The Service Provider shall comply with the Environment Management System (EMS) being practiced by the DENR CO in accordance with ISO 14001-2015 by providing the following:
- a. A List of pre-identified Environmental Aspects and Impacts and the corresponding operational control or crisis response procedures in cases of emergency situations shall be submitted to the GSD three (3) days upon receipt of the NTP;
  - b. All supplies and materials to be brought inside the DENR premises shall be green labelled or environment friendly and bear the corresponding Material Safety Data Sheet (MSDS);
  - c. All toxic and hazardous materials necessary for the completion of the project shall be properly labelled with MSDS and placed in a secondary containment, which shall be located at the safest place in the working area and which properly disposed by the Service Provider
- 9.2. The Service Provider shall ensure that all staff must wear their proper working apparels with IDs and provided with necessary safety gears;
- 9.3. The Service Provider shall strictly prohibit the use of polystyrene foam, such as Styrofoam, and plastic in the working area;
- 9.4. The Service Provider shall comply with all existing laws, decrees, ordinances, acts and regulations of the Philippines that may affect the contract in any way, including the express and implied warranties and liabilities which may be found therein; and
- 9.5. The Service Provider shall comply with all existing laws and pertinent local legislation, executive and administrative orders, together with all implementing rules and regulations issued by the Department of Labor and Employment (DOLE) and other relevant governmental authorities.



Supply, Delivery, Installation Testing, and Commissioning of 49 units of Various Air-conditioning Units at the  
Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

---

**10. VIOLATION OF THE TERMS AND CONDITIONS**

- 10.1. The Service Provider shall hold the DENR free from any and all claims, liabilities, losses and suits arising from the Service Provider's services, or the acts, omissions, or conduct of all persons employed or allowed by the Service Provider or participate or assist in the performance of its obligations under this TOR;
- 10.2. The DENR shall have the right to declare this Agreement rescinded and terminated after due notice upon failure of the Service Provider to comply with any terms and conditions of this Agreement without prejudice to such other rights of the DENR to proceed against the Service Provider as may be warranted by the circumstances, including forfeiture of performance security and/or the filing of appropriate administrative, civil, or criminal charges against the responsible persons; and
- 10.3. If the Service Provider violates any of the terms and conditions of this TOR, or shall neglect to perform any of their work, duties, functions, responsibilities or obligations stipulated herein, or for any other causes shall not carry the tasks in acceptable manner, and by the reason thereof, the DENR suffers damages or losses, the Service Provider shall be assessed a penalty in the form of liquidated damages in the amount of at least equal to 1/10 of 1% of the cost of the unperformed portion for every day of delay. The Service Provider shall be subject to Administrative sanctions pursuant to RA 9184 and it's IRR.

Prepared and Submitted by:

Supply, Delivery, Installation, Testing, and Commissioning of 49 units of Various Airconditioning Units at the Annex Building  
(DENR Compound, Visayas Avenue, Diliman, Quezon City)

Prepared and Submitted by:



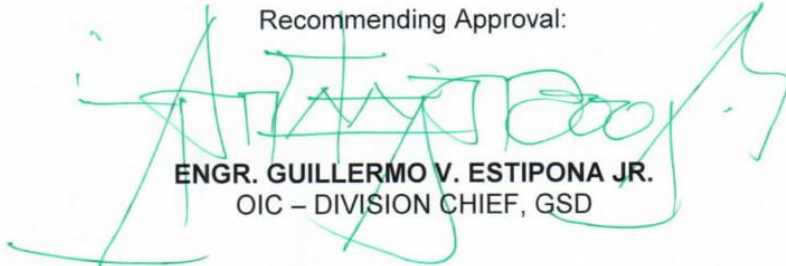
**ENGR. MOHAMMAD ADNAN D. LOMONTOD, ME**  
Technical Assistant, GSD - BMS

Checked by:



**ENGR. RANDY L. TIIN, CE**  
SECTION CHIEF, GSD -BMS

Recommending Approval:



**ENGR. GUILLERMO V. ESTIPONA JR.**  
OIC - DIVISION CHIEF, GSD

Approved by:



**ROLANDO R. CASTRO**  
DIRECTOR, ADMINISTRATIVE SERVICE



**B. OTHER REQUIREMENTS**

1. Bidder has no overdue deliveries or unperformed services intended for DENR.
2. Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS/SERVICES subject of the bid.

**BIDDER'S UNDERTAKING**

*I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform/comply) the above Terms of Reference*

*I/We undertake, if our bid is accepted, to deliver the goods/services in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.*

*Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.*

---

**Name of Company (in print)**

---

**Signature of Company Authorized Representative**

---

**Name & Designation (in print)**

---

**Date**

## Section VII. Revised Technical Specifications

**Instruction to Bidders:**      *Please fill up the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".*

Project Requirements		*Bidder's Statement of Compliance
<b>3.0 TR Floor Type Inverter</b>		
British Thermal Unit (BTU) Cooling Capacity	36,000 BTU (Min.)	
Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ	
Rated Power	3100 Min./Max. 3500	
Rated Current	13 (Minimum)/(Maximum) 20.2	
Energy Efficiency Ratio (EER)	12.3 (Minimum)	
Refrigerant Type	R-410-A/R-32	
Compressor Type	Twin Rotary Type	
<b>5.0 TR Floor Type Inverter</b>		
BTU Cooling Capacity	60,000 BTU (Min.)	
Power Source V/Ph/Hz	220-230/240V 1Ø or 3Ø 60HZ	
Rated Power	4100 Minimum/Maximum 5100	
Rated Current	17.4 (Minimum)/(Maximum) 21.2	
Energy Efficiency Ratio (EER)	10.6 (Minimum)	
Refrigerant Type	R-410-A/R-32	
Compressor Type	Twin Rotary Type	
<b>5.0 TR Ceiling Type Inverter</b>		
BTU Cooling Capacity	60,000 BTU (Min.)	
Power Source V/Ph/Hz	220-230/240V 1Ø or 3Ø 60HZ	
Rated Power	5100 Minimum	
Rated Current	17.4 (Minimum)/(Max.) 21.2	
Energy Efficiency Ratio (EER)	10.6 (Minimum)	
Refrigerant Type	R-410-A/R-32	
Compressor Type	Twin Rotary Type	
<b>1.5 HP Wall Type Inverter</b>		
BTU Cooling Capacity	12,000 BTU (Min.)	
Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ	
Rated Input	W-1096 Minimum/Max. 1600	
Max. Current	A-4.78 Minimum/Max. 8.22	
Energy Efficiency Ratio (EER)	<b>12 (Minimum)</b>	
Refrigerant Type	R-410-A/R-32	
Compressor Type	Rotary Type	

**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.**

(page 2 of 2)

Project Requirements		*Bidder's Statement of Compliance
<b>2.5 HP Wall Type Inverter</b>		
BTU Cooling Capacity	24,000 BTU (Min.)	
Power Source V/Ph/Hz	208-230/240V 1Ø 60HZ	
Rated Input	W-1896 (Min.)/(Max.) 4115	
Max. Current	A-10.0 Minimum/Max. 17.95	
Energy Efficiency Ratio (EER)	12.9 Minimum	
Refrigerant Type	R-410-A/R-32	
Compressor Type	Rotary Type	

**PLEASE INDICATE BRAND AND MODEL NO. OF THE ITEMS BEING OFFERED IN THE SPACE PROVIDED:**

- 1. **3.0 TR Floor Type Inverter** \_\_\_\_\_
- 2. **5.0 TR Floor Type Inverter** \_\_\_\_\_
- 3. **5.0 TR Ceiling Type Inverter** \_\_\_\_\_
- 4. **1.5 HP Wall Type Inverter** \_\_\_\_\_
- 5. **2.5 HP Wall Type Inverter** \_\_\_\_\_

**I hereby certify to comply with the above Technical Specifications.**

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**

\_\_\_\_\_  
**Date**

\*Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB a(ii) and/or GCC Clause (iii)

**DENR BIDS AND AWARDS COMMITTEE**  
**REVISED CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS**

**Project:** SUPPLY, DELIVERY, INSTALLATION, TESTING, AND COMMISSIONING OF VARIOUS AIR-CONDITIONING UNITS AT THE ANNEX BUILDING OF THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)

**Bid Ref. No.** Bid Ref. No. DENR-CO-2024-008

**APPROVED BUDGET FOR THE CONTRACT: P5,000,000.00**

**ENVELOPE 1: TECHNICAL COMPONENT**

**CLASS "A" DOCUMENTS**

**A. LEGAL DOCUMENTS**

- (a) Valid and current **Certificate of PhilGEPS Registration (Platinum Membership)** (all pages) *in accordance with Section 8.5.2 of the iRR* (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);

**B. TECHNICAL DOCUMENTS**

- (b) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (per **Annex I**);

- (c) Statement of the Bidder's Single Largest Completed Contract (SLCC) of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty (50%) of the total ABC (per **Annex I-A**)

*Similar in Nature shall mean "Supply, Delivery, Installation and Commissioning of Air-Conditioning Units"*

Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:

- i) Copy of End User's Acceptance; or
- ii) Copy of Official Receipt/s or Sales Invoice or Collection Receipt/s

- (d) Original Bid Security must be issued in favor of the **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)** (must be valid for at least 120 calendar days from the date of bid opening); any one of the following forms:

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Original Bid Securing Declaration
5,000,000.00	100,000.00	250,000.00	No required Amount

- 
1. Bid Securing Declaration per **Annex II**;
  2. The Cashier's/Manager's Check shall be issued by a Local, Universal or Commercial Bank
  3. The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Commercial Bank; or
  4. Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must be callable on demand and must be issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
  5. For submission of Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond, the following must be stated/specified in the Bid Security pursuant to Section III, ITB Clause 18.5, to wit:

<input type="checkbox"/>	<p><i>The following are the grounds for forfeiture of Bid Security</i></p> <ul style="list-style-type: none"> <li>▪ <b>IF A BIDDER:</b> <ul style="list-style-type: none"> <li>a) Withdraws its bid during the period of bid validity.</li> <li>b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184.</li> <li>c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof.</li> <li>d) Submission of eligibility requirements containing false information or falsified documents.</li> <li>e) Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.</li> <li>f) Allowing the use of one's name, or using the name of another for purposes of public bidding.</li> <li>g) Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid.</li> <li>h) Refusal or failure to post the required performance security within the prescribed time.</li> <li>i) Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.</li> <li>j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.</li> <li>k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.</li> <li>l) All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.</li> </ul> </li> <li>▪ <b>IF THE SUCCESSFUL BIDDER:</b> <ul style="list-style-type: none"> <li>a) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or</li> <li>b) fails to furnish performance security in accordance with Section 40 of the Revised IRR of RA 9184.</li> </ul> </li> </ul>
<input type="checkbox"/>	<p>(e) <b>Conformity with Sections VI. Revised Schedule of Requirements (Terms of Reference as of 19 April 2024) and Section VII. Revised Technical Specifications, as enumerated and specified in the Supplemental/Bid Bulletin No. 1.</b></p>
<input type="checkbox"/>	<p>(f) Original duly signed <b>Omnibus Sworn Statement</b> in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form attached as <b>Annex III</b> with attached <b>Proof of Authority of the bidder's authorized representative/s:</b></p> <ul style="list-style-type: none"> <li>i. <b>FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):</b> Notarized Special Power of Attorney.</li> <li>ii. <b>FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE:</b> Notarized Secretary's Certificate evidencing the authority of the designated representative/s.</li> </ul> <p><b>Note:</b> <i>Should there be more than one (1) appointed authorized representatives, use the word "any of the following" or "OR", otherwise, all authorized representatives must sign/initial the bid submission.</i></p> <p><b>IN THE CASE OF UNINCORPORATED JOINT VENTURE:</b> Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>



**C. FINANCIAL DOCUMENTS**

(g) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per **Annex IV**).

The NFCC computation must at least be equal to the ABC of this project. The detailed computation using the required formula must be provided.

**OR**

Original copy of Committed Line of Credit (CLC) per **Annex IV-A** issued by a Local Universal or Local Commercial Bank at least equal to ten percent (10%) of the ABC of this project.

**In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.**

**Class "B" Document: (For Joint Venture)**

**If applicable, For Joint Ventures, Bidder to submit either:**

- (i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or
- (ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (**Annex V**) signed by all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful and must be in accordance with Section 23.1 (b) of the IRR

In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i)]

**(h) The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (per Annex V) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.**

**ENVELOPE 2: FINANCIAL COMPONENT**

(a) Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Bid Form (**Annex VI**) attached with the Detailed Financial Breakdown per **Annex VI-1; and**

(b) Original of duly signed and accomplished Price Schedule(s) (**Annex VI-A or VI-B**).

The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.