OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Project: Contract of Service for the Preventive Maintenance of Airconditioning Units for 2nd Semester of 2018 at the City Hall, City of San Fernando, Pampanga

Location of the Project: Utility, Maintenance and Service Division

REQUEST FOR QUOTATION
(FM-CSFP-CGSO-39; Revision No. 01; 06/23/14)

Date: October 18, 2018
Quotation No.: A5-18-2626

Company Name

Address

Date: October 18, 2018
Quotation No.: A5-18-2626

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than October 24, 2018 at 10:00 A.M. at CGSO Building, New Public Market, City of San Fernando, Pampanga.

Canvassed by: JOAN D. GUTIERREZ
Approved by: ENGR. MICHAEL N. QUIZON, JR.

NOTE:
1. ALL ENTRIES MUST BE READABLE
2. DELIVERY PERIOD WITHIN _____ CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) CALENDAR DAYS

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>QTY</th>
<th>UNIT</th>
<th>ITEM DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>42</td>
<td>unit(s)</td>
<td>Floor Mounted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>45</td>
<td>unit(s)</td>
<td>Wall Mounted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>8</td>
<td>unit(s)</td>
<td>Ceiling Mounted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>15</td>
<td>unit(s)</td>
<td>Window Type</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Scope of Works:
1. General Check-up of unit performance
2. General inspection of leak
3. Check-up of damper, knobs, thermostat and selection switch
4. Check of water drain
5. Lubricate fan motor
6. Cleaning of air filter and front cover
7. Brushing of evaporator fins and condence fins
8. Provide practical tips on proper use of the units
9. Check the amount of refrigerant in the system

TERMS OF REFERENCE:
1. Sub-contracting is not allowed
2. Outsource provider must have service center.

xxxxxx Nothing follows xxxxxx

TOTAL AMOUNT

P

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

Printed Name / Signature
Tel No. / Cellphone No.
Date