



Republic of the Philippines  
Province of Pampanga

**City of San Fernando**

**Office of the Bids and Awards Committee**


**REQUEST FOR QUOTATION**

*(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)*

Project Title : **Contract of Service for the Preventive and Corrective Maintenance of Traffic Light Signal at all Intersection in the City of San Fernando, Pampanga**  
Location of the Project : **City Engineer's Office**

Company Name	Date : <b>Oct 23, 2025</b>
Address	PR No. : <b>2025-10-01802</b>

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Tuesday, October 28, 2025 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga.**

Canvassed by: \_\_\_\_\_ Approved by:   
**Monalyn M. Aquino** **Engr. Michael N. Quizon, Jr.**  
**Administrative Assistant II** **BAC Chairperson**

- 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 \_\_\_\_\_ CALENDAR DAYS

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	1	lot	Mobilization/Demobilization			
2	8	site	II LOCAL CONTROLLER a. Program Checking and Monitoring b. Evaluation of Traffic Signal Performance , includes fine tuning and Traffic observation c. Check up & Cleaning of Terminal blocks & Circuit breaker d. Check up of Controller modules e. Wire Connection Checking (splicing & retaping required) f. Cleaning of Controller Cabinet (inside & outside) g. Resealing of Controller h. Wire Connection Checking per Terminal Box (splicing & retaping) III SIGNAL LANTERNS a. Cleaning of LED Modules , visors , target boards & brackets 200mm 3-8 Aspect 300mm 3-8 Aspect 200mm - 300mm Pedestrane Lantern 2.0 - 2.5 Digit Countdown timers			



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			Traficam Sensor b. Refurbishing of target boards & Visors (repairing & repainting) 200mm 3-8 Aspect 300mm 3-8 Aspect 200mm - 300mm Pedestrane Lantern 2.0 - 2.5 Digit Countdown timers Traficam Censor c. Re alignment & Bolt tightening of Signal Lanterns 200mm 3-8 Aspect 300mm 3-8 Aspect 200mm - 300mm Pedestrane Lantern 2.0 - 2.5 Digit Countdown timers d. Strap and Bracket Checking (re strap if needed) 200mm 3-8 Aspect 300mm 3-8 Aspect 200mm - 300mm Pedestrane Lantern 2.0 2.5 Digit Countime Timers Traffic Sensor IV SIGNAL POST V SENSORS a. Checking of Integrity of Sensors (video loop) b. Cleaning of Video sensors c. Adjustment of video sensor VI OTHERS a. Refurbishing of Controler pedestal (if needed) b. Reburbishing of handholes (if needed) c. Cleaning of Traffic Sign face e. Free Adjustment and Programming of New Traffic Plan (if needed) f. Free Labor and Installation of Parts			
<b>Total Amount:</b>						

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



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Printed Name/ Signature

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Tel No./ Cellphone No.

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Date

## TERMS OF REFERENCE

Project Title : Preventive and Corrective Maintenance of Traffic Light Signal

Project Location: All Intersection, City of San Fernando, Pampanga

**Background:** The final ruling of the Supreme Court (SC) in the petitions of then Congressman Hermando I. Mandanas and Congressman Enrique Garcia Jr resulted in an increase of base used for the computation of Local Government Unit/s (LGUs) share in national taxes (Internal Revenue Allotments (IRA)) starting FY 2022. As a result, and in reference with the National Budget Memorandum No. 138 of the Department of Budget and Management (DBM) that due to the SC ruling, LGUs are expected to be responsible to the funding and delivery of activities which have been devolved to them under RA 7160 or Local Government Code of 1991 and other subsequent laws.

In order to operationalize the SC ruling, the DBM together with National Economic and Development Authority (NEDA), Department of Finance (DOF), Department of the Interior and Local Government (DILG) and other concerned National Government Agencies and LGUs drafted an Executive Order directing the adoption and implementation of the said full devolution for fiscal sustainability.

In compliance with the above issuances, the City believe on the need to prepare each Department of the City Government on the possible effect and additional requirements needed in the implementation of the said issuances. For the CEO/CPOSCO, one of the devolved function of the Department of Public Works and Highways is the Maintenance of Traffic Signalization which will start this year 2025. Thus, this project.

### **Objective/s:**

- To ensure the operation of Traffic Signalization along major thoroughfares to avoid traffic congestion;
- To implement the Preventive and Corrective Maintenance of Traffic Signalization to ensure a smooth flow of traffic along major thoroughfares;
- To ensure the safety of our commuters and motorists through the proper maintenance of traffic signalization.

**Approved Budget :** Three Hundred Eighty Three Thousand Seventy Two Pesos . (Php 383,072.00)

### **Minimum Requirement for the Supplier**

1. The Supplier must ensure the specifications of requirements indicated in the Bill of Materials are being followed:

DESCRIPTION	QUANTITY	UNIT	DELIVERY DATE	DELIVERY LOCATION
MONTHLY PREVENTIVE MAINTENANCE (includes the following) a. Local Controller -Program checking and Monitoring -Evaluation of Traffic Signal Performance, includes fine tuning and Traffic observation -Checkup & Cleaning of Terminal blocks , controller cabinet & circuit breakers -Check-up of controller modules -Wire connection checking per terminal box -Resealing of Controller b. Signal Lanterns	1	Quarter (October to December)	30 DAYS Upon issuance of PO and NTP  Monthly conduct of Preventive Maintenance and Corrective Maintenance as needed (4 <sup>th</sup> )	All traffic lights in the City (8 sites)

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<ul style="list-style-type: none"> <li>-Cleaning of LED Modules, visors, target boards &amp; brackets</li> <li>-Refurbishing of target boards &amp; visors (repair and Repainting)</li> <li>-Re-Alignment &amp; bolt tightening of signal lanterns</li> <li>-Strap and bracket checking</li> <li>c. Signal Post</li> <li>d. Sensors</li> <li>-Checking of Integrity of Sensors</li> <li>-Cleaning of video sensors</li> <li>-adjustment of video sensor</li> </ul>			Quarter-October to December 2025)
<p><b>PROVISION OF CORRECTIVE MAINTENANCE WHENEVER NECESSARY IN THE OCTOBER TO DECEMBER 2025 PERIOD</b></p> <ul style="list-style-type: none"> <li>-Repair of Traffic Signal</li> <li>-Refurbishing of Controller pedestal</li> <li>-Refurbishing of handholes</li> <li>-Cleaning of Traffic Sign face</li> <li>-Adjustment and Programming of New Traffic Plan</li> <li>-Installation of parts</li> </ul>	N/A	N/A	

2. The supplier must be compliant with the IATF Health and Safety Protocols.
3. The Supplier must follow the procurement, delivery and inspection procedure set by the City Government of San Fernando, Pampanga for procured good and services.

**Deliverables by the Supplier and City Government**

The deliverables of the supplier shall be as follows:

- a. Provide the monthly preventive and possible corrective maintenance being required by the project/ program; and
- b. Strictly follow the specifications, schedule and timely provision of requirements based on the maintenance schedule set by the Office.

The deliverables of the City Government shall be as follows:

- a. On- time payment of the supplier i.e., 15 days after delivery regardless if the delivery is per month or Ordering Agreement.
- b. End- user shall monitor the delivery and completeness of requirements and documents to avoid delays.

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- c. The Procurement Officer shall assist in the monitoring, delivery and on-time payment of the supplier.
- d. Provide necessary and readily- available documents such as during the conduct of post- audit.
- e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.

**Project official/Contact person:**

City Engineer's Office  
Contact Person: Mr. Richard Pagcu  
Tel: 0998-547-6582  
Email: ceo@cityofsanfernando.gov.ph

Prepared by:

**AIMERIE G. SAMPANG**  
Procurement Officer

Noted by:

**ANGIE C. DAVID**  
City Engineer

Conforme:

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*Note: This TOR shall form part of the Contract and should be strictly followed by both parties otherwise; the implementation of the project/program might be affected as well as the performance of the supplier/contractor.*