

**Republic of the Philippines  
SENATE  
REQUEST FOR QUOTATION**



Date : 7/23/2024 10:48:35AM  
 RFQ No. : RFQ-24-07-025  
 Requisitioner : EDP-MIS SG  
 Canvasser : MARK CRISTOPHER B. ZULUETA

Sir/Madam: Comr/ a.zul

We invite all GEPS registered bidders to submit sealed quotation for the item/s listed below, addressed to the Chairman, Bids and Awards Committee (BAC), 4/F Senate of the Philippines, GSIS Bldg., Financial Center, Pasay City. The quotation for Purchase Request No. **PR-24-07-542** must be submitted to the Office of the Chairman, Bids and Awards Committee, Room 408 or the Secretariat, Bids and Awards Committee, Room 401, 4/F Senate of the Philippines, GSIS Building, Financial Center, Pasay City, not later than 5P.M. of \_\_\_\_\_ Kindly observe and comply with the stated specifications / descriptions / unit of items for quotation, and specify country of manufacture or origin in the item, any erasure must be properly initialed by the bidder. Bidders are presumed to have reviewed all bids indicated herein before submission to the BAC. Please do not forget to indicate the following references in your envelope "PR NO. \_\_\_\_\_ / RFQ NO. \_\_\_\_\_, Assigned Canvasser: \_\_\_\_\_, CLOSING DATE: \_\_\_\_\_"

LIKEWISE, ALL QUOTATIONS MUST BE VALID FOR AT LEAST THIRTY (30) TO FORTY FIVE (45) DAYS FROM THE CLOSING DATE OF POSTING WITH THE PhilGEPS AND SUBJECT TO THE GENERAL CONDITIONS FOUND AT THE BACK OF THIS FORM.

*[Signature]*  
**ATTY. MARIA VALENTINA S. CRUZ**  
 CHAIRPERSON  
 BIDS AND AWARDS COMMITTEE

**THE CHAIRMAN**  
 Bids and Awards Committee  
 c/o Secretariat, Bids and Awards Committee  
 Room 401 4/L, Senate of the Philippines, GSIS Building, Financial Center, Pasay City  
 Fax No. 552-6601 local 1602 or 552-6793

Sir: As requested in your letter above, we are pleased to quote hereunder our price/s for the following item/s subject to the General Conditions stated at the back:

ITEM NO.	QTY	UNIT	ITEM/S DESCRIPTION (Kindly indicate BRAND NAME & MODEL of item/s of your offer/bid)	APPROVED BUDGET	UNIT PRICE (Inclusive of all Taxes)	TOTAL
			<i>PR-24-07-542 (EDP-MIS SG)</i>			
1	1	LOT	Preventive maintenance of FM 200 Fire Suppression System	Php 30,000.00 <i>Php30,000.00/LOT</i>		

Note: Nothing Follows

Remarks:

(QUOTATIONS must be valid for at least thirty [30] to forty five [45] days from closing date)

**TERMS OF DELIVERY** \_\_\_\_\_  
**TERM/S OF PAYMENT:** Government Terms (NO C.O.D. / NO ADVANCE PAYMENT) \_\_\_\_\_  
 Address of Supplier \_\_\_\_\_ (Name of Company)  
 E-Mail Address \_\_\_\_\_ PhilGEPS Reg. No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
 Tel./Fax No./s \_\_\_\_\_  
 TIN \_\_\_\_\_ (Signature over Printed Name Authorized Representative)

## SCOPE OF WORK FOR PREVENTIVE MAINTENANCE OF FM-200 FIRE SUPPRESSION SYSTEM

### 1. Detection and Actuation System

- 1.1. The detectors shall be checked to assure that they are free from foreign materials. General cleaning of devices shall conform to the manufacturer's recommendation and shall include but not limited to the following:
  - 1.1.1. Air dusting of the chamber and its screen using portable air blower with non-conductive bristle brush
  - 1.1.2. Use soap and distilled water for the washable outer shell
  - 1.1.3. Use "Armor All" or its equivalent on the parts that cannot be cleaned by water and soap
  - 1.1.4. Polish with "Armor All" or its equivalent the smoke chamber vents
  - 1.1.5. Air dusting and polishing of detector base
- 1.2. Spray contact cleaners on terminals
- 1.3. Re-tightening of wire termination to ensure that there are no loose connections.
- 1.4. Provision of wire tagging and terminal lugs
- 1.5. Check mounting and fix if needed

### 2. Piping and Nozzles

- 2.1. Piping shall be examined for any evidence of corrosion
- 2.2. Nozzles shall be checked to determine that the orifices are clear and unobstructed. They shall be checked for proper position and orientation

### 3. Cylinder Assemblies

- 3.1. The pressure of the cylinders must be checked if it is on the prescribed pressure

### 4. Electrical Components

- 4.1. Retightening of all terminals and cleaning of the contacts.
- 4.2. Functional testing and cleaning shall be performed on all electrical components such as Fire Alarm Control Panel, manual release stations, abort stations, bells or horns, smoke detectors, and strobe lights.

### 5. Fire Alarm Control Panel

- 5.1. Air dusting using portable air blower with non-conductive bristle brush inside and out
- 5.2. Use glass cleaners on glass cabinet covers
- 5.3. Use multi-purpose cleaner on Fire Alarm Control Panel Cabinet
- 5.4. Use contact cleaners on PC board slots, ports, and terminals
- 5.5. Never use solvent on control keypads
- 5.6. Replace battery pack

**6. Manual Release Stations and Abort Stations**

- 6.1. Air dusting using portable air blower with non-conductive bristle brush inside and out
- 6.2. Polish with "Armor All" or its equivalent inside and out
- 6.3. Replace damaged break glass or rod
- 6.4. Spray with contact cleaners
- 6.5. Tightening of terminal screws and lugs

**7. Bells/Horns and Strobe Lights**

- 7.1. Air dusting using portable air blower with non-conductive bristle brush inside and out
- 7.2. Polish with "Armor All" or its equivalent inside and out
- 7.3. Polish bulbs
- 7.4. Tagging of wires
- 7.5. Tighten screws and terminal blocks

**8. Auxiliary Equipment**

- 8.1 All auxiliary equipment shall be inspected to ensure that they are in proper operating condition

**9. General Inspection and Maintenance**

- 9.1 The system shall be inspected and ensured to be in full operating condition
- 9.2 Minor adjustments and repairs shall be immediately carried out. However, any findings or defects that cannot be repaired and need to be replaced or modified in order for the FM 200 Fire Suppression System to function properly shall be immediately reported to the Senate.
- 9.3 A service report shall be submitted to the Senate indicating the services performed and any corrective measures that need to be taken

Recommending approval:



**MARIO ANTONIO R. SULIT**  
Service Chief, MIS Service



**CONRADO E. DAGDAG**  
Bureau Director, EDP-MIS

Approved by:

Date July 16, 2024



**ATTY. RENATO N. BANTUG, JR.**  
Senate Secretary