



TERMS OF REFERENCE

Supply, Delivery and Installation of Fourteen (14) Brand New Airconditioning Units, 2HP Window Type and Nine (9) Brand New Airconditioning Units, 3-Tonner Floor Mounted, 230V, 1-Phase (Inverter Type)

A. INTRODUCTION

This Terms of Reference (TOR) and Technical Specifications refer to the twenty four (24) items of goods to be procured under the Annual Equipment Procurement Program for CY 2018.

B. BUDGET

The Philippines Ports Authority through its CY 2018 corporate funds intends the sum of **TWO MILLION FIFTY THOUSAND PESOS ONLY (PhP2,050,000.00)**, being the Approved Budget for the Contract (ABC).

C. PERIOD OF DELIVERY

The Contract Supply, Delivery and Installation of Fourteen (14) Brand New Airconditioning Units, 2HP Window Type and Nine (9) Brand New Airconditioning Units, 3-Tonner Floor Mounted (Inverter Type) at PMO-Panay/Guimaras shall be within thirty (30) calendar days from receipt of Notice to Proceed.

PORT MANAGEMENT OFFICE – PANAY / GUIMARAS

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D. SCOPE OF WORKS

D.1. The CONTRACTOR shall supply, deliver and install the following Airconditioning Units:

D.1.1. Fourteen (14) Brand New (Leading Brand) Airconditioning Units, 2HP Window Type with bracket (Inverter Type) with the following key features/minimum requirements:

TECHNICAL DATA	2HP Window Type, Inverter Type
Cooling Capacity (kJ/hr)	7,500
Power Consumption (watts)	710 – 18,750
SEER (kJ/W-h)	14.3
EER (kJ/W-h)	10.6
Voltage, Frequency, Phase	230, 60, 1
Refrigerant Type	R410A

Install to the following Location: (With existing units already)	No. of Units
1. IT Room (2 nd Floor)	2
2. ESD (3 rd Floor)	1
3. OPM (2 nd Floor)	1
4. Records Section (Ground Floor)	1
5. Powerhouse (Loboc, Field Office)	1
6. Port Police Div. Office(Loboc, Field Office)	2
7. Port Services Div. Office(2 nd Floor)	1
8. Supply (Reserved Units)	5
<u>TOTAL Units</u>	<u>14</u>

D.1.2. Nine (9) Brand New (Leading Brand) Airconditioning Units, 3-Tonner Floor Mounted (Inverter Type) with the following key features/minimum requirements:

TECHNICAL DATA	3Tonner Floor Mounted, 230V, 1-Phase, Inverter Type
Cooling Capacity (kJ/hr)	14,300 – 40,000
Power Consumption (watts)	740 – 3,640
SEER (kJ/W-h)	11.0 – 19.3
EER (kJ/W-h)	46
Voltage, Frequency, Phase	230, 60, 1
Refrigerant Type	R410A

Install to the following Location:	No. of Units
1. ICPC Field Office	2
2. ESD (3 rd Floor)	1
3. Admin. Div. (Ground Floor)	1
4. Conference Room (2 nd Floor)	1
5. IPTB Xray Section (FSP Office)	1
6. Fort San Pedro Office	1
7. Training/activity area (4 th Floor, see attached lay-out plan) with additional 120 meters electrical wirings	2
<u>TOTAL</u>	<u>9</u>

D.2. The Contractor shall install (as specified in the above-stated location) and make operational the delivered Brand New Airconditioning Units within thirty (30) calendar days from receipt of NTP and shall conduct and perform the following:

- D.2.1. Leak testing, flushing with Nitrogen, vacuuming the system and charging of Freon. (For 3-Tonner Floor Mounted ACU)
- D.2.2. Necessary masonry and chipping works. All affected concrete slabs, walls and floors shall be restored to its original finish. (For 3-Tonner Floor Mounted ACU)
- D.2.3. All concrete slabs and floor shall be applied with waterproofing materials congruous with existing waterproofing to prevent leaks, seepages and adjoining areas. (For 3-Tonner Floor Mounted ACU)
- D.2.4. Testing and commissioning the air-conditioning units.
- D.2.5. Clean up the area.

D.3. The Contractor shall submit to the SUPPLY UNIT within thirty (30) calendar days from receipt of NTP the following documents:

D.3.1. Certificate of Warranty (warranty certificates shall bear the equipment serial numbers)

D.3.2. Start up reports (suction/discharge pressure, full load ampere, voltage reading, etc.

D.4. The Contractor shall repair the defective equipment/parts/accessories of the airconditioning unit within two (2) working days from receipt of the service call/complaint at no additional cost to the PPA within the warranty period.

D.5. Should the particular air-conditioning unit remains unserviceable after conducting two (2) successive repairs within seven (7) working days the Contractor shall replace the air-conditioning unit/s with the same or better brand, model features, quality and functionalities within seven (7) working days from the date of failure of the second repair at no additional cost to PPA.

D.6. The Contractor shall make available on-call technicians/engineers to provide/ render 8/5 (eight hours a day, five days a week, excluding weekends and holidays) technical support services within two (2) working days from receipt of report from PPA during the warranty period.

E. WARRANTIES OF THE CONTRACTOR

E.1. The Contractor warrants that it shall conform strictly to the terms and conditions of this Terms of Reference.

E.2. The Contractor warrants, represents and undertakes reliability of the service and that their manpower complements are hardworking, qualified/reliable and dedicated to do the service required to the satisfaction of PPA. It shall employ well-behaved and honest employees with ID displayed conspicuously while working within the compound. It shall not employ PPA employees to work in any category whatsoever.

E.3. The Contractor warrants that the submitted Bill of Materials are based on his own estimates. In case of under-estimation, the Contractor shall provide all materials necessary to complete the project without any additional cost to PPA.

E.4. The Contractor personnel shall take all necessary precautions for the safety of all persons and properties at or near their area of work and shall comply with all the standard and established safety regulations, rules and practices.

E.5. The Contractor shall coordinate with any authorized and/or designated PPA personnel in the performance of their jobs.

E.6. The Contractor shall be liable for loss, damage or injury as may be due directly through the fault or negligence of its personnel. It shall assume responsibility thereof and PPA shall be specifically released from any all responsibility arising there from.

E.7. The Contractor warrants that the installed Airconditioning units are free from all defects and workmanship guaranteed for one (1) year from the date of completion/acceptance. The Contractor shall submit Warranty Certificates upon turnover of the project as a proof that the airconditioning units are free from defects against workmanship.

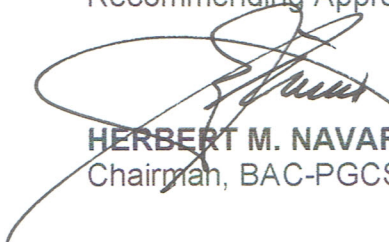
E.8. The Contractor warrants to provide one (1) year comprehensive warranty including technical support, provision of service parts replacement and monthly preventive maintenance check-up.

E.9. The Contractor shall neither assign, transfer, pledge nor subcontract any part or interest therein.

Prepared by:


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Recommending Approval


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