



BASES CONVERSION and DEVELOPMENT AUTHORITY
2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City
Tel. No. 8575-1700 loc. 1782/1784
Email: gvlovendino@bcd.gov.ph
REQUEST FOR QUOTATION

(Company Name):

Date: 18 October 2025
PR #: 00016162

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than **23 October 2025 at 05:00pm.**
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

GLIZER IRIS V. LOVENDINO
Canvasser

ALMIRA S. CLARIANES
Chief Administrative Officer

TO: BCDA HEAD OF PROCUREMENT						
Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Price:						
QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D = B + C)	TOTAL AMOUNT (A x D)
1	LOT	FILTRATION PUMP REPAIR AT ATHLETIC'S STADIUM ABC PER LOT IS PHP 891,833.60 PLEASE SEE ATTACHED TOR FOR MORE INFORMATION				
TOTAL AMOUNT						₱

PLEASE INCLUDE THE BRAND ON THE QUOTATION AND SEND SAMPLE PICTURES OF THE ITEM

Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement
- 4) Latest Business/Income Tax Return (If the ABC is above 500k)
- 5) BIR Certificate of Registration (BIR Form 2303)

Note: A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the duly notarized Omnibus Sworn Statement (OSS) within 5 working days upon notification of the Notice of Award.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement. Noncompliance on the timely submission of OSS is a ground for disqualification.

Terms and conditions:

Price: **Inclusive of all applicable taxes and fees**

Payment: **30 calendar days**

Delivery: **30 calendar days from the receipt of Notice to Proceed at NGAC, Aquatics Center, New Clark City, Brgy. Aranguren, Capas, Tarlac**

Validity of price: **one (1) month**

WARRANTY: **Please see item description**

We hereby certify, that we have prepared, checked and reviewed this quotation.

This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/DATE

Immediate Supervisor

Telephone / Fax Number

TERMS OF REFERENCE (TOR)

FILTRATION PUMP REPAIR AT ATHLETIC'S STADIUM

I. BACKGROUND:

The Bases Conversion and Development Authority (BCDA) intends to engage the services of a licensed service provider for the repair of pumps in the Athletics Stadium (Pitch Area) and Aquatic Center (Swimming Pool) at the Managed Property, New Clark City Sports Facilities, Brgy. Aranguren, Capas, Tarlac. The objective of this TOR is to restore full functionality and improve efficiency and operational reliability of the facilities, ensuring compliance with technical, safety, and environmental standards.

II. SCOPE OF WORK, DELIVERABLES AND QUALIFICATIONS:

The selected service provider shall undertake comprehensive repair of the pumps in Athletics Stadium, specifically at Pitch Area, and at the Aquatic Center's Competition Pool. The scope includes, but is not limited to the following:

QTY	Unit	Description
6	units	Filtration Pump (<i>Aquatic Center's Competition Pool</i>) -Diagnostic and functional checks
12	pcs	Butterfly Valve Lever with Lock Handle (<i>Aquatic Center's Competition Pool and Athletics Stadium Pitch Area</i>) -Replacement
5	pcs	Replacement of Filtration Filter Top Lid Cover (<i>Aquatic Center's Competition Pool</i>) -Flexi-glass bottle-type fabrication lid cover
5	units	Rewinding of Submersible Pump (<i>Athletics Stadium Pitch Area</i>) -Replace the new bearing -Replace the new mechanical shaft seal -General cleaning and repainting -Replace O-ring set

1. Dismantling Filter Pump
 - a. Replacement of High-Speed Bearing
 - Remove worn or damaged high-speed bearings and install new, or approved equivalent high-speed bearings.
 - b. Replacement of Mechanical Seal
 - Remove the existing and install a new mechanical seal compatible with the existing pump system.
 - c. Pull-Out of Bearing for Machine Shop Processing
 - Extract the bearing assembly for servicing at an external machine shop and perform reconditioning, polishing, or replacement, as necessary.
 - d. Cleaning of Residues and Repainting
 - Remove all accumulated debris, rust, and chemical residue from the pump casing and components. Then apply industrial-grade, corrosion-resistant paint to all external surfaces of the pump to protect against environmental wear and tear.
2. Dismantle 12 Units of Butterfly Valves
 - a. Cleaning of Stocked-Up Valves
 - Remove all internal buildup, dirt, and mineral deposits. Ensure valves operate freely and reseal properly after cleaning, and apply food-grade lubricant or sealing agent if required.
3. Mounting of Repaired Pump and Installation of New Lid Cover at Water Flow Filter
 - Reassemble and reinstall the serviced pump at its designated location, ensuring alignment and secure mounting to prevent vibration and ensure performance.
 - Install a new, properly fitted lid cover on the water flow filter unit and ensure it is leak-free and aligned with filter housing specifications.
4. Mobilization
 - Transport all required tools, materials, personnel, and equipment to the project site and conduct pre-work briefings, safety orientation, and site preparation.
5. Demobilization
 - Clean the site of all waste, materials, and tools after completion of work. Transport equipment and personnel out of the site then submit a completion report and turnover checklist to the client.

I. TECHNICAL SPECIFICATIONS

Filtration Pump 460v, 4kw 3570 rpm	
Butterfly Valve Lever w/ Lock Handle	
Filtration Filter Top Lid Cover	
Submersible Pump Rewind 220v, 1Phase	

II. DELIVERY PERIOD

The delivery period of all scope of work shall be Thirty (30) Calendar Days from the date of Purchase Order or receipt of Notice to proceed.

III. LOCATION

National Government Administrative Center (NGAC), Aquatics Center, New Clark City, Brgy. Aranguren, Capas, Tarlac

IV. APPROVED BUDGET FOR THE CONTRACT

Eight Hundred Ninety One Thousand Eight Hundred Thirty Three and 60/100 Pesos only (Php 891,833.60) inclusive of VAT and all applicable government taxes and fees, chargeable to the BCDA General Appropriations Act (GAA).

The ABC shall be the upper limit or ceiling for the bid prices. Bid prices that exceed the ABC shall be disqualified outright. Bidders shall submit proposals for all line items. Evaluation and contract award will be undertaken as a whole for the project. The Lowest Calculated bidder will be based on the total Amount bid for the project.

V. WARRANTY

In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty security shall be required from the contract awardee for a minimum period of one (1) year after acceptance by the BCDA of the delivered supplies in accordance with Section 62.1 of the 2016 revised IRR of RA No. 9184.

The obligation for the warranty shall be covered by the retention money in an amount equivalent to 5% of the total contract price. The said amounts shall only be released after the lapse of the warranty period.

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