PICC
Philippine International Convention Center

BIDS AND AWARDS COMMITTEE

NOTICE OF NEGOTIATED PROCUREMENT

The Philippine International Convention Center (PICC) announces that the Bids and Awards Committee (BAC) will conduct a Negotiated Procurement for the **ANNUAL SUPPORT/MAINTENANCE OF PRECISION AIRCONDITIONING UNIT (PACU), NOVEC 1230 FIRE SUPPRESSION, UNINTERRUPTIBLE POWER SUPPLY (UPS) AND RAISE FLOORING.** The total Approved Budget for Contract (ABC) for this requirement is **NINE HUNDRED FIFTY THOUSAND PESOS (₱950,000.00), VAT inclusive.**

This will be undertaken in accordance with Sec. 53.1, Two Failed Bids, of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 otherwise known as "The Government Procurement Reform Act".

A complete set of documents may be obtained by interested bidders from February 17, 2023 to on or before 3:00 p.m. of February 28, 2023.

Submission of proposals will be on or before 3:00 p.m. of February 28, 2023, at the BAC Secretariat Office, Ground Floor, Delegation Building, PICC Complex, 1307 Pasay City. Attached are the specifications for this particular procurement.

MELPIN A. GONZAGA
Chairman

BIDS AND AWARDS COMMITTEE (BAC)

NEGOTIATED PROCUREMENT

_____

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Sir:

We wish to inform you that the procurement of the **ANNUAL SUPPORT/MAINTENANCE OF PRECISION AIRCONDITIONING UNIT (PACU), NOVEC 1230 FIRE SUPPRESSION, UNINTERRUPTIBLE POWER SUPPLY (UPS) AND RAISE FLOORING),** will be done by way of Alternative Method of Procurement through Negotiated Procurement.

The total Approved Budget for Contract (ABC) for this project is **NINE HUNDRED FIFTY THOUSAND PESOS (₱950,000.00), VAT inclusive.**

Please submit your proposal on or before **3:00 p.m.** of **February 28, 2023** at the BAC Secretariat, Ground floor, Delegation Building, PICC together with the following:

A. ELIGIBILITY DOCUMENTS:

1. Certified photocopy of the valid and current PhilGEPS Certificate of Registration – Platinum Membership.

   If any of the documents mentioned in Annex "A" is not current, the new document should be submitted.

2. Statement of all on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
3. Statement of the Single Largest Completed Contract (SLCC) similar to the contract to be bid, entered into within the last three (3) years from the date of submission and opening of bids, and whose value is at least fifty percent (50%) of the ABC. Attach to such statement the following;

   a.Certified photocopy of the SLCC; and
   b.Certificate of Acceptance or Official Receipt or Sales Invoice

4. Net Financial Contracting Capacity (NFCC):

   Computation of NFCC must be at least equal to the ABC to be bid, calculated as follows;

   NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts,

including awarded contracts yet to be started, coinciding with the contract to be bid.

or a committed Line of Credit from Universal or Commercial Bank, in lieu of its NFCC Computation. The committed Line of Credit must be at least equal to ten percent (10%) of the ABC to be bid.

B.TECHNICAL COMPONENT:

1. Terms of Reference fully accomplished;

2. Notarized Omnibus Sworn Statement with attached;

   a. For Corporations, the duly notarized Secretary's Certificate; or
   b. For Sole Proprietorship, the notarized Special Power of Attorney.

C. OTHER DOCUMENTARY REQUIREMENTS:

a. Certified Photocopy of the CY 2021 Income and Business Tax Returns with proof of payment;
b. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative;
c. Company Profile with statements that they have an established office/shop equipment and personnel (with sketch of office location) and that they have highly skilled technical personnel on audio visual equipment;
d. Certification that the participating bidder has conducted ocular inspection of the subject requirement;
e. List of one (1) certified product engineer personnel of the company and one (1) certified fiber and copper technician; and
f. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last five (5) years, if any.

Negotiation shall be made with the bidder who made the lowest offer; should the negotiation fail then the same shall be made with the second lowest offer.

Attached is the Terms of Reference and other requirements for the implementation of the abovementioned requirements.

PICC reserves the right to reject any offer or all quotations found to be disadvantageous to the government.

Very truly yours,

MELPIN A. GONZAGA
Chairman

_____
Date

The Chairman
Bids and Awards Committee (BAC)
Philippine International Convention Center (PICC)

Dear Sir/Madam:

In response to your letter dated _____, 2023, I wish to submit our offer for the **ANNUAL SUPPORT/MAINTENANCE OF PRECISION AIRCONDITIONING UNIT (PACU), NOVEC 1230 FIRE SUPPRESSION, UNINTERRUPTIBLE POWER SUPPLY (UPS) AND RAISE FLOORING.**

TOTAL CONTRACT RATE: INCLUSIVE OF VALUE ADDED TAX (VAT)

_____ (P _____)
(Amount in Words) (Amount in figures)

Very truly yours,

_____
Signature of bidder over printed name

_____
Address

_____
Telephone/Fax No.

TERMS OF REFERENCE

A.TECHNICAL SPECIFICATIONS

Item No.	Article /Description	COMPLIANCE
1	**Annual Support / Maintenance of Precision Air-conditioning Unit (PACU), Novec 1230 Fire Suppression, Uninterrupted Power Supply (UPS) and Raise Flooring.** **I. DESCRIPTION OF THE PROJECTS:** Maintenance services will be provided by SUPPLIER at the end-user's site to keep and maintain the Data Center Equipment and Components in good working condition. It includes all labor, technical supervision, tools of trade, expertise, transportation and other associated services necessary in performing preventive and corrective maintenance services. Such services include standard cleaning, adjusting, inspection, calibration and testing procedures to ensure that the equipment stay in good working conditions as well as reduce the possibility of equipment failure. It will be performed in accordance with the schedule mutually agreed upon by the representatives of both parties. **II. SCOPE OF WORKS/SERVICES:** The SERVICE PROVIDER shall render maintenance services from the notification date for the following Data Center EQUIPMENT and COMPONENTS **1. Cabinet Racks** -Cleaning of Data Rack Surface -Check for possible defective or worn out accessories such as axial fan and door lock, replace if necessary -Visual inspection of all parts of the data cabinet including panels, door, rack mounting rail, caster wheel, rack connector, cable routing panel, cantilever arm, vertical cable manager, full shelves -Checking of mounting nuts, adapter, brackets and multi-function strut -Checking of Surface and physical condition -Cable harnessing **2. Austin Hughes Power Distribution Unit (PDU)** -Visual Checking/Inspection – Insulation, Overheating, Damage, etc. to ensure that the PDU is functioning within designed specifications -Cleaning of PDU Unit -Check for possible defective or worn out power strips, replace if necessary	

-Check PDU event and alarm logs
-Check LCD Display and performance
-Inspect/Check all wiring and electrical connections for degradation and tightness, repair as required
-Check/Record Input and Output Voltage and Current, Frequency Reading

3. Thermoblast Precision Air-Conditioning Unit (PACU)

-Inspection and regular preventive maintenance of PACU units and ensure that they are working on optimum level
-Check and replace worn-outs parts, including filters, fan belts and other consumable components
-Checking and testing of system integration with the other DC components
-Check operations of all controls
-Check data logs
-Check input voltage
-Check compressor input current
-Check refrigerant, charging of refrigerant if needed
-Regular checkup of drive belts and adjust tension, condensate drain and blower shaft assembly
-Regular checkup of electrical components to ensure correct voltage and amperage draws; tighten all electrical terminal connections
-Oil bearings as needed
-Flush condenser coil with pressurized water, as needed
-Check the proper functioning of the indoor unit
-Calibrate all pressures, check operating pressures
-Regular checkup of unit for conformance to temperature and humidity set points
-Regular checkup of unit for signs of refrigerant leaks
-Cleaning and Retightening
-Regular checkup of systems proper operation
-Check the variable frequency drive (VFD

REPLACEMENT OF DEFECTIVE AND WORN-OUT PARTS
- •Air Filters
- •Belt
- •Motor pulley, 60 Hz
- •Blower pulley, 60 Hz
- •Compressor, 60V
- •Evaporator and Condenser Motor Pump
- •Condensate Motor Pump
- •Blower (Housing + Wheel)
- •Circuit Breakers & magnetic Contactors
- •High and Low Pressure Switches
- •Expansion Valve & Filter Drier
- •Solenoid Valves

•Access Panels
•Refrigerant 407
•Refrigerant Oil
•Recharging of Refrigerant should there be drop on required piping pressure between the indoor and outdoor condensing units
•Electrical and Mechanical Materials in between the indoor and outdoor condensing units

4. Kiddie Fenwall Novec Fire Suppression System

-Inspection of devices

•Hazard Enclosure
•Agent Cylinder
•Mechanical Piping and Nozzles
•Mechanical Pipe Supports and Braces
•Fire Detection, Alarm, Releasing Devices and Peripherals

-System Testing

-Replacement of defective NOVEC Fire Suppression components as determined

-Provision of handheld, standalone fire extinguisher as service unit during the refill process and until the actual NOVEC cylinder has been re-installed

-Re-testing of the entire fire suppression system upon installation of any replaced device or component

-Check and testing using back up battery operation all the Warning and Evacuation Signs

-Clean and check back up batteries, termination and voltage

5. Surveillance System

-Check cameras in accordance with the specification and any amendment
-Check condition of indicator lamps
-Check that all cables and conduits are properly supported, undamaged and showing no signs of wear and tear
-Check the picture quality of each camera and correct monitor selection
-Clean camera housings and lenses
-Check camera functions and movements, and ensure that fields of view are free from any obstruction
-Check overall performance of the system
-Check if the DVR/NVR are recording properly and providing distortion free recording
-Check the cameras are securely attached to the wall

-Check the status of the storage if it reached the maximum capacity
-Check the communication and recordings of all IP cameras with the NVR
-Check if all storage devices are functioning properly
-Check running condition of all control equipment
-Check that the monitors are showing a clear picture and that proper brightness and contrast settings are correctly adjusted
-Check the motion detection sensors are working
-Check the camera/lens and auto iris is focused and adjusted properly

6. Access Control System

-Hardware troubleshooting and problem isolation as needed
-Check primary/mains and standby/back up power supplies
-Check operation of all door contacts
-Maintenance and version updates of security management software
-Check operation of locks/strikes
-Check operation of door closures
-Cleaning the finger print reader
-Cleaning and maintenance inspection of the access control including its peripherals such as EM lock mechanism, push to exit button, as necessary

7.Uninterruptible Power Supply (UPS), 2x20kva

-Periodic maintenance services for the UPS units and battery system to be performed on a mutually agreed schedule
-Check current UPS installation condition. Installation should be accordance with the manufacturer's guideline and wiring regulations
-Perform appropriate preventive maintenance to keep the UPS in good and running condition and ensure that the ventilation is capable of maintaining the DC within recommended ambient temperature and humidity
-Clean battery tops and terminals for corrosion if present
-Clean any foreign material and dust from internal components
-Checkup of cables and miscellaneous materials such as nuts, bolts, screw and connectors for connection tightness and inspect for broken damaged or burned components
-Check status of all alarm circuits
-Calibrate equipment to manufacturer's specification
-Record UPS Display parameters such as Input, Bypass and Output Voltages and Frequency; Output Current Readings per phase; Load parameters (kvA, kW and % Load); Rectifier Voltage and Current
-Perform power failure simulation to check charging and discharging capacity of the battery
-Perform battery test procedure and record parameters

-Check for corrosion on battery terminals and connectors. Clean as necessary

8.Input Isolation Transformer

-Clean external surfaces
-Check the environment temperature
-Electrical connections and component mountings should be inspected for tightness
-Input voltage, output voltage and load currents should be measured and compared to nameplate ratings. Use voltage compensation taps to correct voltage levels, if required

9.Overhead Data Center Busbar

-Clean and inspect the enclosure for damage or corrosion of metallic object
-Check electrical connections for degradation and tightness, repair as required
-Check the input and output power supply
-Inspect, investigate and solve conditions for unusual odors

10. Lighting System

-Ensure that all lamps are working
-Replace any burned out lamps
-Clean lighting LENS fixture and remove dirt and debris, mildew, spider webs to enhance lighting performance
-Check that all fixtures are positioned and aimed optimally
-Check/Inspect that no buried wires are exposed or damage; all screws and hardware should be in place and working
-Cleaning of Lighting Battery Pack

11. Power Components

-Testing of circuit breakers and switches
-Perform load balancing in coordination with the PICC's authorized technician/engineers to prevent power overload and other power issues
-Study the system load during the actual operation
-Re-balance the load as the change arise
-Calibration of protective relays
-Clean and Inspect the enclosures for damage and corrosion of metallic
objects
-Cleaning, Inspect/check electrical connections for degradation and tightness, repair as required
-Checking of electrical connection for all Data Center components such as PACU, UPS, Fire Suppression System, Security Access,

Video Surveillance, Water Leak Detector System, Environmental Monitoring System

12. Environmental Monitoring System

-Actual Testing of all connected field devices to ensure its accurate calibration
-Check and inspect all integrated equipment/ field device's interface for proper monitoring
-Check and Inspect EMS components including Web Controller, Direct Digital Controller and Expansion Controllers
-Actual Testing of Email Alerting features
-Calibration of the Environmental Monitoring System
-Check if the audible alarms is operational
-Visually check the water leak sensor cable surrounding the PACU area
-Check all communication equipment if it is operational
-Check and reviewed the monitoring system set-up to ensure proper setting
-Checking the UTP Cables (LAN Testing)
-Checking the Integration Test: Temperature & Humidity Sensor, Leak Sensor with water detection capability, Fire Suppression
-Inspect all accessible wiring connections
-Check the Power Supply
-Download/ Archive Alarms

13. 8 Port Kvm Switch

-Check that the device has adequate ventilation to protect against overheating
-Clean the device using damp cloth
-Check that the equipment is properly grounded
-Route the power cord and cables so that they cannot be stepped on or tripped over
-Check that the device operates normally when the operating instruction are followed

14. Structured Cabling

-Check the condition of network cables because they are often moved, unplugged
-Check the condition of cables, components and peripherals
-Repair or replace any components that show signs of excess wear
-Check ports and cable connections and look for sign of wear on cables to avoid loose connectivity problems
-Harness the cable, if required

15. Raised Flooring System

	-Sweep and/or dust mop the entire raised floor area -Solid and perforated panel rotation for even wear -Understructure adjustments, if required -Replacement of broken edge trim, if required -Replacement of warped panel, if required -Sealant applied to sub flooring for rubber insulation, if required **16. Datacenter Wall Paintings** -Spot cleaning to remove stains -Re-Paint the datacenter wall, if necessary **III. Warranty and Support** -1year on-site service support (within 2 to 4 hours response time upon receipt of service call by email, text or phone from authorized personnel of PICC-Information Technology Office -Provide 24 x 7 unlimited phone and email support during the maintenance Period -Unlimited corrective/support services -Provide technical assistance for troubleshooting and resolution to any reported problem or error encountered on equipment and system -During the maintenance period, any repair or replacement of part(s) which, upon examination and testing is found to be defective under normal use and service will be covered by the bidder	
Statement of Compliance Offerors must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.		

D. Performance Bond

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.	Five percent (5%)
Bank draft/guarantee issued by a Universal or Commercial Bank	Five percent (5%)
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

E. PAYMENT

For the services to be undertaken by the CONTRACTOR in accordance with the PICC specifications enumerated above, the latter shall pay the former the contract amount on

per month basis for one (1) year period, inclusive of Expanded Value Added Tax (E-VAT); payments shall be made upon submission of the monthly billing invoice and the monthly reports with latest Results Laboratory Analysis (ROLA) to the Mechanical Services Division, Technical Services Department who, in turn, shall issue a Certification of Acceptance and Full Satisfaction on Services delivered by the CONTRACTOR, subject to the usual government auditing and accounting rules and regulations.

G. Schedule of Requirements

Item No.	Description	Contract Period
1	Annual Support/Maintenance of Precision Air-conditioning Unit (PACU), NOVEC 1230 Fire Suppression, Uninterruptible Power Supply (UPS) and Raise Flooring	Work shall be completed within fifteen (15) calendar days from receipt of the Notice to Proceed.

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

_____
Name of Company / Bidder

_____
Signature over printed Name of Authorized Representative

_____
Position

_____
Date