



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA


**SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1**

This SBB No. 1 dated October 31, 2019 for the Project, "Cleaning of Air Conditioning Units," is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS			CLARIFICATION/AMENDMENTS		
<b>Section VII. Technical Specifications</b>			<b>Section VII. Technical Specifications</b>		
Item	Specification	Bidder's Statement of Compliance	Item	Specification	Bidder's Statement of Compliance
5	xxxx  C. Professional Mechanical Engineer  xxxx		5	xxxx  C. Professional or Registered Mechanical Engineer  xxxx	
			Attached is the Revised VII. Technical Specifications.		

**Other matters:**

- The "No Contact Rule" shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective November 8, 2019 right after the opening of bids.
- For guidance and information of all concerned.

  
**ACHILLES GERARD C. BRAVO**  
*Assistant Secretary*  
*Chairperson, DBM-BAC*

# *Section VII. Technical Specifications*

(Revised)

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

Item Number	Specifications	Bidder's Statement of Compliance										
1.	<p>Cleaning activities for all air-conditioning units installed at DBM Buildings I, II, and III, to wit (including Air Cooled Condensing Unit);</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Building I</td> <td style="padding: 2px;">74 units</td> </tr> <tr> <td style="padding: 2px;">Building II</td> <td style="padding: 2px;">211 units</td> </tr> <tr> <td style="padding: 2px;">Building III</td> <td style="padding: 2px;">99 units</td> </tr> <tr> <td style="padding: 2px;">Arcache Building</td> <td style="padding: 2px;">89</td> </tr> <tr> <td style="padding: 2px; text-align: center;">TOTAL</td> <td style="padding: 2px; text-align: center;">384 units</td> </tr> </table>	Building I	74 units	Building II	211 units	Building III	99 units	Arcache Building	89	TOTAL	384 units	
Building I	74 units											
Building II	211 units											
Building III	99 units											
Arcache Building	89											
TOTAL	384 units											
2.	<p>Scope of Work</p> <p>A. All tools and tackles, manpower, transportation and other resources required for executing the job shall be in the scope of the contractor. No extra charges will be paid by the DBM regarding tools and tackles, manpower, transportation, etc. Cleaning tools and equipment will be stored at the storage room provided by the DBM for the duration of the contract.</p> <p>B. The contractor shall register at the lobby guard and provide an accomplishment report (soft and hard copy) for each visit/scheduled cleaning to be submitted to the Administrative Service (AS) - General Service Division the following working day. Should there be defects found in the air conditioning units, the contractor must indicate it in the report.</p> <p>C. The rates quoted by the contractor shall include all liabilities such as supervision, wages, overtime pay, leave, bonus, increment, insurance and all other statutory payments including provision of tools and tackles, under contractor's scope of supply, overheads, profits, etc. for which no extra payment whatsoever will be made by the DBM.</p> <p>D. The contractor shall be held liable for:</p> <ul style="list-style-type: none"> <li>- any work related damages of air conditioning unit or any DBM property</li> <li>- any work related accident or illness incurred by their personnel during the activity</li> </ul>											

3.	<p>Monthly Cleaning</p> <ul style="list-style-type: none"> <li>A. Removal of air filters for cleaning and recommendation of replacement when necessary</li> <li>B. Wiping of housing with stain remover</li> <li>C. Straightening of dented fins</li> <li>D. Inspection of the following: <ul style="list-style-type: none"> <li>- Coil and cabinet (as needed)</li> <li>- Fan motor and fan blades for wear and damage</li> <li>- Check-up of unit for abnormal noise and vibration</li> <li>- Control box voltage and high voltage contractors, relays, switches and starter switch</li> <li>- Check-up electrical controls and drain line</li> </ul> </li> <li>E. Cleaning of ACCU</li> </ul>	
4.	<p>Quarterly Cleaning</p> <ul style="list-style-type: none"> <li>A. General cleaning of all air conditioning units including all internal components</li> <li>B. Shutting off the unit</li> <li>C. Removal of air filters for cleaning</li> <li>D. Cleaning of the following parts: <ul style="list-style-type: none"> <li>- Coiling coils (using power spray)</li> <li>- Fan blades</li> <li>- Condenser coil (with pressure washer)</li> <li>- Drain line (by flushing)</li> <li>- Blower assembly</li> <li>- All other internal components of the unit</li> </ul> </li> <li>E. Drying of internal components using compressed air</li> <li>F. General service and inspection of all the components of the air conditioning system</li> <li>G. Assembly and start-up</li> <li>H. Cleaning of working area and cleaning of site</li> <li>I. General cleaning of ACCU</li> </ul>	
5.	<p>The contractor's cleaning team must have the following:</p> <ul style="list-style-type: none"> <li>A. At least two (2) personnel with TESDA Refrigeration and Air conditioning Servicing (RAC) National Certificate II (NCII); and</li> <li>B. One (1) Safety Officer with Department of Labor and Employment (DOLE) Occupational Safety and Health Center (OSHC) training certificate</li> <li>C. Professional or Registered Mechanical Engineer.</li> </ul>	
6.	<p>The supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD</p>	

7.	Detailed List of Air-conditioning Units	
	<b>Air-conditioning Units</b>	<b>Quantity</b>
	<b>Building I</b>	
	Split Type Air Conditioning Units Wall Mounted Type	11 units
	Variable Refrigerant Flow (VRF) Air conditioning Units Fan Coil Units	48 units
	Outdoor ACCU	15 units
	<b>Building II</b>	
	Split Type Air conditioning units Wall mounted type	53 units
	VRF Air conditioning Units Fan Coil Units	125 units
	Outdoor ACCU	15 units
	Window Type	12 units
	Floor Mounted Type	6 units
	<b>Building III</b>	
	Split Type Air conditioning units Wall mounted type	18 units
	VRF Air conditioning Units Fan Coil Units	63 units
	Outdoor ACCU	18 units
	<b>Arache Building</b>	<b>89 units</b>

**I hereby certify to comply with all the above Technical Specifications.**

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of Representative

\_\_\_\_\_  
Date