

Republic of the Philippines
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY
Regional Office No. IV- A (CALABARZON)
NEDA Region IV-A, Barangay Milagrosa, Calamba City, Laguna
Tel. No.(049) 502-0250

REQUEST FOR QUOTATION

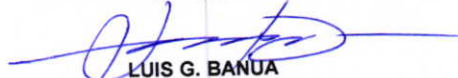
RFQ No. **NEDA2022-03-006**
Date: **Mar 16, 2022**

Name of Supplier: _____
Address: _____
Contact No. _____

Gentlemen:

Please quote your latest price(s) to the government that is **inclusive of government tax** on the following item(s). Bidders may use this form or the bidder's company stationery, duly signed by its authorized signatory/ies, and must be submitted personally to the address above or through email at gs.neda4a@gmail.com on or before 12:00 noon of **Mar 21, 2022**. Bids should not exceed the approved budget for the contract in the amount of PHP **225,000.00**

Very truly yours,


LUIS G. BANUA
Regional Director

Quantity	Unit	Description/Specification of Items	Estimated Unit Cost	Bid Offer
4	jobs	General cleaning of NEDA Region IV-A office equipment (Airconditioning unit) for one (1) year contract:	225,000.00	
		24 wall mounted air-conditioning unit		
		4 ceiling cassette air-conditioning unit (Gree)		
		13 floor mounted air-conditioning unit		
		1 wall mounted split type air-conditioning unit		
		Scope of work:		
		Cleaning and washing filters		
		Cleaning the evaporator coil		
		Checking and cleaning the condenser unit		
		Cleaning the blower wheel and fan blade		
		Cleaning the drain pan		
		Flushing the drain pipe		
		Vacuum drainage system		
		Checking for noise problems		
		Checking all electrical components		
		Checking the refrigerant system		
		Testing and commissioning		
		Check compressor suction and discharge pressure		
		Check and lubricate motor bearing (if applicable)		
		Services must include the necessary materials for the general cleaning of ACU		
		Cleaning Schedule: CY 2022		
		1st Quarter - March		
		2nd Quarter - June		
		3rd Quarter - September		
		4th Quarter - December		
		with 2 months warranty upon general cleaning		
		xxxxxNOTHING FOLLOWSxxxxx		

We are pleased to quote on the foregoing list our lowest price(s) on item(s) indicated, the condition set forth above.

MARY CREZEL A. PRANGAN
Canvassed by:

Estimated by:
(Signature over Printed Name)
Position : _____
Tel. No. : _____