



## REQUEST FOR QUOTATION

PR NO. 25-10-1552

November 11, 2025

The Valenzuela Medical Center (VMC) through its Bids and Awards Committee (BAC) intends to procure the “**QUARTERLY PREVENTIVE MAINTENANCE OF 550KVA GENERATOR SET OF VMC-MAIN BUILDING FOR CY 2026**” for the **Engineering & Facilities Management Section** in accordance with Section 34.1 (Small Value Procurement) of the Implementing Rules and regulations of the Republic Act No. 12009.

Please send your **price offer** for the items listed below duly signed by you or your authorized representative not later than **November 17, 2025 10:00am**. The VMC-BAC, reserves the right to accept, reject & waive defects in the canvass.

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
<b>EARLY PROCUREMENT ACTIVITY (EPA) CY 2026</b>					
1	quarterly	Quarterly Preventive Maintenance of 550KVA Generator Set of VMC-Main Building	4	48,333.33	193,333.32
<b>Scope of Works:</b>					
		<b>1. Engine</b>			
		A. Inspect:			
		*General Bolt, Nuts and Fuel Lines			
		*Oil Level and Appearance			
		*Oil Condition			
		*Oil Sampling			
		*Smoke, Noise and Vibration			
		B. Clean:			
		*Air Cleaner			
		*Exhaust Muffler(Drain Water)			
		<b>2. Radiator</b>			
		A. Inspect:			
		*Tensioner Pulley			
		*Pillow Block Bearing			
		B. Clean:			
		*Greasing of Fan Drive			
		<b>3. Fuel Tank and Lines</b>			
		A. Inspect:			
		*Fuel Day Tank Level			
		*Water Seperator			
		*Fuel Strainer			

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		*Draining of Water of Sediments		
		<b>4. Alternator</b>		
		A. Inspect:		
		*Voltage, Current and KW		
		*Noise and Vibration		
		*Smell and Discoloration		
		*Alternator Surface Temperature		
		*Power and Control Cables		
		*AVR		
		*Clean Windings		
		B. Test:		
		*Winding Resistance		
		*Polarization Index Test		
		*Diode for Rectifier Assembly		
		C. Retighten:		
		*Wire Cable/Terminations		
		<b>5. Battery</b>		
		A. Inspect:		
		*Battery Voltage		
		*Battery (Electrolyte, Density and Terminals)		
		*Charger Output Current		
		-Start and Run the Generator Set at Rated Speed without load for 5 to 10 minutes		
		-Observe and Monitor Generator Set Performance		
		-Record Generator Set Parameters and Output		
		-Replacement of Consumables:		
		*Oil Filter (1pc)		
		*Fuel Filter (1pc)		
		*Fuel Filter Secondary (1pc)		
		*Air Filter (1pc)		
		*Fan Belt (3pcs)		
		*Alternator Belt (1pc)		
		*Radiator Coolant (10 Liters)		
		*Lubrication Oil (68 Liters)		
		*Labor Charge (1 Lot)		
		-Service provider shall advise the end-user all defective and worn-out parts to be replaced		
		-Submit PM and Service Report signed by Supervisor		
		-Warranty: Six (6) months on Generator Set Parts and Accessories		

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Address: Padrigal St., Karuhatan, Valenzuela City, 1441  
Telephone Nos: 8294-6711 to 17  
Director's Office Direct Line: 8291-4259  
Email Address: valgen\_hosp@yahoo.com  
Website: <https://vme.doh.gov.ph/>



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	-Availability: Technicians 24/7 available in case of emergency			
	Conduct Basic Troubleshooting as Scheduled			
		<b>GRAND TOTAL</b>	<b>193,333.32</b>	

Copies of the following documentary requirements such as Certificate of Registration from BIR, Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) registration, Business/Mayor's Permit with O.R. renewal, Valid Philgeps Certificate, Updated Tax Clearance Certificate, and Notarized Hard Copy of Omnibus Sworn Statement are also required to be submitted along with your quotation/proposal.

Proposal may be submitted manually at the BAC Secretariat, Procurement Office, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City or through email at [vmc.bac2025@gmail.com](mailto:vmc.bac2025@gmail.com). For any clarification, you may call **Ms. Christallyne Castro** at telephone no. **8294-46-25** or via email at [vmc.bac2025@gmail.com](mailto:vmc.bac2025@gmail.com).

  
**LIGAYA E. UBALDE, MPA**  
Head, BAC Secretariat / Procurement

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