



Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



REQUEST FOR QUOTATION

PR NO. 25-10-1558

NOVEMBER 11, 2025

The Valenzuela Medical Center (VMC) through its Bids and Awards Committee (BAC) intends to procure the "MONTHLY PREVENTIVE MAINTENANCE SERVICE OF PASSENGER ELEVATOR AT VMC - HOSPITAL BUILDING (COMPATIBLE TO BRAND: IFE-1050KGS, 4 STOPS) FOR CY 2026" for the Engineering & Facilities Management Section in accordance with Section 31 (Direct Contracting) 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
EARLY PROCUREMENT ACTIVITY (EPA) CY 2026					
1	monthly	Monthly Preventive Maintenance Service of Passenger Elevator at VMC- Hospital Building Brand: (IFE-1050Kgs,4 Stops)	12	25,000.00	300,000.00
Scope of Works:					
		-Examine, adjust and lubricate all the appropriate parts of all motors, controllers, brakes, door operators, rail guides, lift cars, and inspect the wear and tear condition of the equipment			
1. MACHINE ROOM					
		-Inspection and Cleaning of Traction Motor, Rotary Encoder, Contacts Continuity, Terminal, Control Panel and Parameters, Governor Assembly and Governor Rope, Safety Stop Switches			
2. CAR TOP					
		-Inspection of Car Top Sheave, Hoist Rope, Car Top Inspection and Safety Switches,			
*CAR DOOR					
		-Inspection of Door Guide & Eccentric Rollers, Belt & Pulley, Door Arm and Gripper, Slide Guide, Car Door Switches, Power Supply, Wire Termination, run-by at all Floors, Levelling Vain, Car Top Lightings, Car Door Mechanism, Car Door Sensor, Lubrication of Bearings			
3. Elevator Shaft					
		-Inspection of Main Ropes (tension & condition) Limit Switch (contacts, running clearance), Slide Guide, Counterweight Assembly (Guide Roller, Sheave, Sheave Rope Guard, Sheave Cover, Counterweight Blocks, Compensating Rope), Landing Door (Hanger Rollers, Eccentric Rollers, Air Cord, Slide Guide Shoe, Lathe			

*"PHIC Accredited Healthcare Provider"
"Valenzuela Medical Center...Where your health matters most"*



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Email Address: valgen_hosp@yahoo.com
Website: <https://vmc.doh.gov.ph/>



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	Eccentric Rollers, Air Cord, Slide Guide Shoe, Lathe Rollers, Door Contact/Interlock, Door Hanger Rails, Headers, Air Cord Pulley, Wirings, Door Sill		
	4. INSIDE CAR & COP		
	-Inspection and Cleaning of Interior, Car Light, Car Fan, Intercom, COP Switches, Car Fan, Intercom, COP Switches		
	5. ELEVATOR PIT		
	-Inspection and Cleaning of Mechanical Safety Devices (Governor, Safety Pit Switch, Primary, Seismic Device, Counterweight Switch, Buffer Switches), Buffer Lubricating Oil/Spring Condition, Buffer Switches, Counterweight run-by, Governor Weight, Compensating Pulley, Pit Light, Running Clearance		
	-Examine and test once a month during regular visit all safety devices and governors		
	-Emergency minor adjustments call back service without extra charge besides the regular examination in case of breakdown, disorderly operation or malfunction of the equipment		
	-Service provider shall advise the end-user all defective and worn-out parts to be replaced		
	-Conduct Load Testing as Scheduled		
	-Submit PM and Service Reports signed by Supervisor		
	-Provide Certificate of Good and Safe Running Condition signed and sealed by PME		
	-Conduct Annual Mantrap Training to VMC Maintenance Personnel		
	-Availability: Technicians 24/7 available in case of emergency		
		GRAND TOTAL	300,000.00

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. For any clarification, you may call Ms. Christallyne Castro at telephone no. 8294-46-25 or via email at vmc.bac2025@gmail.com.


LIGAYA E. UBALLE, MPA
Head, BAC Secretariat / Procurement

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