



Republic of the Philippines
Department of Health
National Capital Regional Office
VALENZUELA MEDICAL CENTER
Padrigal St., Karuhatan, Valenzuela City
Telefax No. 294-4625

FM-PROC-010
Rev 2 - 03/15/17

JOB ORDER

JOB ORDER NO.: 25-09-057

DATE : September 18, 2025

Mode of Procurement: Small Value Procurement

TO: 3J POWER CONSTRUCTION CORPORATION

Blk 4 Lot 6 Mahogany Homes, Marang Road, Maly, San Mateo, Rizal

AUTHORITY FOR WORK ORDER:

(1) Completion time from the date this work order to received by the Contractor/Supplier: 60CD

(2) PARTICULARS: PREVENTIVE MAINTENANCE SERVICES OF ELECTRICAL SYSTEM OF VALENZUELA MEDICAL CENTER (VMC)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
1	PREVENTIVE MAINTENANCE SERVICES OF ELECTRICAL SYSTEM OF VALENZUELA MEDICAL CENTER (VMC) I. Main Circuit Breaker (MCB)/Main Distribution Panel (MDP) Power Quality Audit for 7 days A. Parameter to be Recorded & Analysis 1. Voltage per phase 2. Current per phase 3. Total Power (KW,KVA & KVAR) 4. Total Energy in every 24 Hrs. 5. Total Power Factor 6. Harmonics Profile 7. Sag and Swell Voltages 8. Voltage Unbalance B. Reports includes the Following 1. Hard Copy Report both Numerical, Graphical Presentation of recorded data 2. Comments & Analysis on the data recorded 3. Cleaning and recommendation C. General Requirements 1. Mobilization/Demobilization 2. Electrical Safety Certificate 3. Hauling, handling and lifting of materials 4. Cleaning of working areas and disposal of debris (if any) for final turnover. 5. Safety Provisions: safety tools, devices, signages, PPEs, etc. 6. Project leader should be a licensed electrical engineer with at least three (3) years experience of technical	555,500.00
	BALANCE FORWARDED	555,500.00

PURPOSE To ensure electrical system function optimally and safety identifies and addresses potential issues.

(3) REQUISITIONER:

ENGR. GERARDO E. LINGAT

Signature over Printed Name

Engineer III, EFMS

(4) FUNDS AVAILABLE:

RAYMUND JOE B. MACUANAN

Signature over Printed Name

Accountant IV

(5) THIS IS TO CERTIFY THAT the plans and specification and scope of work are of Government Standard and that the price as indicated on the Abstract of Canvass and supported by the Canvass Proposals is fair and reasonable as offered to this office.

(6) In case of failure to make the completion time of work order within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

I FURTHER CERTIFY that this procurement is for the benefit of the VALENZUELA MEDICAL CENTER.

Recommending Approval:

ENGR. ZORAIDA S. CUADRA

Signature Over Printed Name

OIC, Hospital Operations and Patient Support Division

(7) Received work order and bind myself to conditions as specified in paragraphs (1) & (2) above

SUBJECT TO REFUND UPON DISALLOWANCES MADE TO THE COMMISSION ON AUDIT

CONFORME

RECEIVED BY THE SUPPLIER

REPRESENTATIVE

DATE

(6) APPROVAL (SEC.2048 Admin Code)

EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS

Signature over Printed Name

OIC-Medical Center Chief II



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ITEM NO.		TOTAL PRICE
	BALANCE FORWARDED	555,500.00
	supervision on electrical preventive maintenance services for building/s.	
	D. Scope of Works	
	A. Walk-around inspection	
	1. Conduct walk-around inspection on all Electrical Rooms, Generator set room/area and other areas with containing electrical equipment	
	B. Conduct General Preventive Maintenance on all electrical panels and enclosures based on the following scope of works:	
	1. General cleaning of all panels and enclosures	
	2. Inspect physical, electrical and mechanical condition including evidence of moisture, burn or wear	
	3. Checking, recording and updating the load schedule of each panel	
	4. Perform the following Test on all Circuit Breakers:	
	4.1. Insulation Resistance Test	
	4.2. Functionality and Trip Test	
	4.3. Voltage of Line Side and Load side of the Breakers	
	5. Perform the following Test on all Wires:	
	5.1. Line to Ground Insulation Resistance Test	
	5.2. Current Reading on all wires	
	6. Retightening of nuts and bolts of terminals	
	7. Conduct Thermal Scanning on Panel including all wires and breakers	
	8. Conduct Earth Resistance Test on Ground Wires	
	C. Conduct General Preventive Maintenance on all ATS based on the following scope of works	
	1. General cleaning of Panel	
	2. Inspect physical, electrical and mechanical condition including evidence of moisture or wear	
	BALANCE FORWARDED	555,500.00

PURPOSE To ensure electrical system function optimally and safety identifies and addresses potential issues.

(3) REQUISITIONER:

ENGR. GERARDO E. LINGAT

Signature over Printed Name
Engineer III, EFMS

(4) FUNDS AVAILABLE:

RAYMUND JOE B. MACUANA

Signature over Printed Name
Accountant IV

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Recommending Approval:

ENGR. ZORAIDA S. CUADRA

Signature Over Printed Name
OIC, Hospital Operations and Patient Support Division

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Signature over Printed Name
OIC-Medical Center Chief II

SEP 29 2025

10/01/25



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ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	BALANCE FORWARDED	555,500.00
3.	Conduct functionality test	
4.	Check operating condition of the miniature circuit and components	
5.	Checking of electrical safety devices	
6.	Checking of Mechanical Interlock	
7.	Perform the following Test on all Circuit Breakers:	
7.1.	Insulation Resistance Test	
7.2.	Functionality and Trip Test	
7.3.	Voltage Reading of Line Side and Load side of the Breakers	
8.	Perform the following Test on all Wires:	
8.1.	Line to Ground Insulation Resistance Test	
8.2.	Current Reading on all wire	
9.	Retightening of nuts and bolts of terminals	
10.	Conduct Thermal Scanning on Panel including all wires and breakers	
11.	Conduct Earth Resistance Test on Ground Wires	
D.	Observe safety precautions on the whole duration of the preventive maintenance including LockOut/TagOut (LOTO) on all equipment currently under preventive maintenance	
E.	Energization and power up (to Backup and normal power)	
F.	Documentation, Reports:	
1.	Submission of Electrical Preventive Maintenance Report in two (2) hard copies and electronic files containing but will not be limited to the ff:	
1.2.	Description of the project	
1.3.	Methodology	
	BALANCE FORWARDED	555,500.00

PURPOSE To ensure electrical system function optimally and safety identifies and addresses potential issues.

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Signature over Printed Name
Engineer III, EFMS

(4) FUNDS AVAILABLE:

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ENGR. ZORAIDA S. CUADRA
Signature Over/Printed Name

OIC, Hospital Operations and Patient Support Division

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OIC-Medical Center Chief II

SEP 29 2025

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ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	BALANCE FORWARDED	555,500.00
	1.4. Final Test Reports (Indicating Standard Parameters)	
	1.5. Findings and Recommendations	
	1.6. Eligibility of Electrical Engineer	
	1.7. Photographs depicting the following:	
	1.7.1. Date	
	1.7.2. Location	
	1.7.3. Equipment Used	
	2. Submission of certificate of preventive maintenance signed by the Registered Electrical Engineer in-charge, duly noted by Professional Electrical Engineer	
	PR No. 25-08-1160 dated August 7, 2025	
	NOA dated 09/16/2025	
	Resolution No. 2025-296 dated 9/3/25	
	Allocation: EFMS	
	Small Value Procurement	
	***** Nothing Follows *****	
	Five Hundred Fifty-Five Thousand Five Hundred Pesos Only	555,500.00

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