



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.: 25-01-005

DATE : January 15, 2025

Mode of Procurement: Small Value Procurement

TO: **3J POWER CONSTRUCTION CORPORATION**  
Lot 6 Block 4 Marang Road, Mahogany Homes Maly, San Mateo

AUTHORITY FOR WORK ORDER:

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

(2) PARTICULARS: Quarterly Preventive Maintenance of 550 KVA Generator Set of Valenzuela Medical Center - Hospital Building

ITEM NO.	WORK TO BE DONE				TOTAL PRICE
1	<b>Quarterly Preventive Maintenance of 550 KVA Generator Set of Valenzuela Medical Center - Hospital Building</b>		1	lot	48,900.00
	Scope of Works:				
	A. Inspect:				
	1. ENGINE				
	*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)				
	2. Radiator				
	A. Inspect:				
	*Tensioner Pulley				
	*Pillow Block Bearing				
	B. Clean:				
	*Greasing of Fan Drive				
	BY: <u>P</u>	TIME: <u>12:15</u>			
		BALANCE FORWARDED			48,900.00

To eliminate risk for Generator failure during power outage. Also ensures our Generator Set is working  
PURPOSE properly and efficiently and can even extend the life span. CALENDAR YEAR: 2025

- (3) REQUISITIONER: Engr. GERARDO E. LINGAT  
Signature over Printed Name  
Engineer III, EFMS
- (4) FUNDS AVAILABLE: RAYMUND JOE S. MACUANA  
Signature over Printed Name  
Accountant III
- (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: Z. Cuadra

ENGR. ZORAIDA S. CUADRA  
Signature OverPrinted 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)

E. C. Jan 24 2025  
EDILBERTO V. CAVANEYRO, MD, MHA FPCS, FPSGS  
Signature over Printed Name  
OIC-Medical Center Chief II



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TO: **3J POWER CONSTRUCTION CORPORATION**  
Lot 6 Block 4 Marang Road, Mahogany Homes Maly, San Mateo

AUTHORITY FOR WORK ORDER:

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

(2) PARTICULARS: Quarterly Preventive Maintenance of 550 KVA Generator Set of Valenzuela Medical Center - Hospital Building

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	3. Fuel Tank and Lines	
	A. Inspect:	
	* Fuel Day Tank Level	
	* Water Separator	
	* Fuel Strainer	
	* Draining of Water of Sediments	
	4. Alternator	
	A. Inspect:	
	* Voltage, Current and KW	
	* Noise & 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:	
	<b>BALANCE FORWARDED</b>	<b>48,900.00</b>

PURPOSE To eliminate risk for Generator failure during power outage. Also ensures our Generator Set is working properly and efficiently and can even extend the life span. CALENDAR YEAR: 2025

(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 III

- (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.
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Recommending Approval:

ENGR. ZORAIDAH S. CUADRA  
Signature Over Printed Name  
OIC, Hospital Operations and Patient Support Division

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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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TO: 3J POWER CONSTRUCTION CORPORATION AUTHORITY FOR WORK ORDER:  
Lot 6 Block 4 Marang Road, Mahogany Homes Maly, San Mateo

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(2) PARTICULARS: Quarterly Preventive Maintenance of 550 KVA Generator Set of Valenzuela Medical Center - Hospital Building

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	* Wire/Cable Terminations	
	5. Battery	
	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 (1 pc)	
	Fuel Filter (1pc)	
	Fuel Filter Secondary (1 pc)	
	Air Filter (1 pc)	
	Fan Belt (3 pcs)	
	Alternator Belt (1 pc)	
	Radiator Coolant (10 Liters)	
	Lubrication Oil (68 Liters)	
	Labor Charge (1 lot)	
	<b>BALANCE FORWARDED</b>	<b>48,900.00</b>

PURPOSE To eliminate risk for Generator failure during power outage. Also ensures our Generator Set is working properly and efficiently and can even extend the life span. CALENDAR YEAR: 2025

- (3) REQUISITIONER: Engr. GERARDO E. LINGAT  
Signature over Printed Name  
Engineer III, EFMS
- (4) FUNDS AVAILABLE: RAYMUND JOE B. MACUANA  
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Recommending Approval: E. Cuadra

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)  
E. Cuadra JAN 24 2025  
EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS  
Signature over Printed Name  
OIC-Medical Center Chief II



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(2) PARTICULARS: Quarterly Preventive Maintenance of 550 KVA Generator Set of Valenzuela Medical Center - Hospital Building

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
1	>Warranty: 6 months on Generator Set parts and 3 months on Workmanship >Availability: Technicians 24/7 available in case of emergency	
	PR No. 24-11-1178 dated November 13, 2024 / NOA dated 01/09/2025 / Resolution No. 2025-020 dated 01/03/2025 / Allocation: EFMS Small Value Procurement ***** Nothing Follows *****	
	BALANCE FORWARDED	48,900.00

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(3) REQUISITIONER:	(4) FUNDS AVAILABLE
Engr. GERARDO E. LINGAT Signature over Printed Name Engineer III, EFMS	RAYMUND JOE B. MACUANA Signature over Printed Name Accountant III

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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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