



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12593965  
**Procuring Entity** VALENZUELA MEDICAL CENTER  
**Title** SEMI-ANNUAL PREVENTIVE MAINTENANCE OF NEGATIVE PRESSURE WITH COMPLETE SUPPLY OF LABOR, TOOLS AND MATERIALS FOR VMC-IDS BUILDING FOR CY 2026  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	VMC-2026-034	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	General Repair and Maintenance Services		
<b>Approved Budget for the Contract:</b>	PHP 570,690.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	20 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	24/11/2025
<b>Contact Person:</b>	Diana C. Pulido BAC Secretariat / Procurement Padrigal St., Karuhatan, Valenzuela City Metro Manila Philippines 63-2-82944625  vmc_bac@yahoo.com	<b>Last Updated / Time</b>	24/11/2025 00:00 AM
		<b>Closing Date / Time</b>	27/11/2025 10:00 AM

#### Description

Semi-Annual Semi-Annual Preventive Maintenance of Negative Pressure with Complete Supply of Labor, Tools and Materials for Valenzuela Medical Center - IDS BUILDING

1. Semi-Annual Preventive Maintenance for Negative Pressure at Clean Write Shop & Supply Room (1 UNIT)
2. Semi-Annual Preventive Maintenance for Negative Pressure at Reagent Preparation Room (1 UNIT)
3. Semi-Annual Preventive Maintenance for Negative Pressure at PCR Room (1 UNIT)
4. Semi-Annual Preventive Maintenance for Negative Pressure at Template Adding Room (1 UNIT)
5. Semi-Annual Preventive Maintenance for Negative Pressure at Specimen Receiving Room (1 UNIT)
6. Semi-Annual Preventive Maintenance for Negative Pressure at Specimen Handling/Sample Preparation Room (1 UNIT)
7. Semi-Annual Preventive Maintenance for Negative Pressure at Counter Receiving (1 UNIT)

Semi-Annual Preventive Maintenance of Negative Pressure Exhaust Fan Unit Vents, Grill and Ducting

Scope of Work:

- Verification and checking of the negative pressure room for proper functionality
- Checking and thorough cleaning with proper maintenance of the of the exhaust fan, includes dusts and oil removal, greasing joints and other movable parts.
- Checking and cleaning fan assembly, lube fan bearings and motor bearings
- Checking belts and sheaves and make adjustment for proper functions.
- Tighten all nuts, bolts and mounting hardware
- Checking and cleaning of vents, grills and make proper adjustment of the dumper and vacuum ducting.

- Perform Testing and Commissioning of the System.

Semi-Annual Preventive Maintenance and Cleaning of Airconditioning Units

Scope of Work:

- Verification and checking of the airconditioning unit for proper functionality.
- Checking the refrigerant level for the efficiency of the cooling system.
- Checking and thorough cleaning of the air-filter. Water pressure spray for cleaning the whole condenser and evaporator system.
- Checking and thorough cleaning with proper maintenance of the condenser and evaporators coils which is the most important part of the split split system air condenser.
- Checking of tubing for compressor and inspection of drain pans and make de-clogging.
- Checking and cleaning fan assembly, lube fan bearing and motor bearings.
- Lubricating all movable parts.
- Tighten all nuts, bolts and mounting hardware.
- Checking and cleaning of vents, grills and make proper adjustment of the damper and vacuum ducting
- Perform Testing and Commissioning of the System.

Semi-Annual Preventive Maintenance of HEPA Filter Box/Chamber

- Check for visible dirt and debris: Periodically examine the filter for signs of clogging or damage
- Ensure proper airflow: A clogged filter can restrict airflow, leading to reduced efficiency and potential strain on the air system.
- Look for signs of damage: Inspect for tears, holes, or any other physical damage to the filter material.
- Cleaning and Decontamination of HEPA Filter chamber/box
- Replacement of HEPA Filter

Semi-Annual Preventive Maintenance of Exhaust Blowers

- Fan Blades: Check for damage, cracks, or excessive wear.
- Motor: Inspect for signs of overheating, loose connections or unusual noises.
- Belts: Check for wear, cracks, or slippage.
- Bearings: Inspect for excessive wear or play
- Mounting hardware: Ensure all bolts and fasteners are tight.
- Ductwork: Check for leaks, damage, or loose connection.
- Electrical connections: Inspect for loose or corroded connections.
- Lubrication: Lubricate moving parts (e.g., bearings, shafts) as recommended by the manufacturer

Testing and Balancing:

- Check Air flow measurement
- Check Air Balancing
- Check Air Change Computation
- Check Room Pressure Testing
- Submission of Testing and Balance Report

- \* The preventive maintenance shall be conducted by competent and experienced personnel.
- \* Availability: Ensure 24/7 standby support for emergency repairs; service charges shall be incurred only when corrective actions are required due to failure or damage of major system components specifically in cases of mechanical or electrical failure.
- \* Service Provider shall advise the end-user all defective and worn-out parts to be replaced.
- \* Submit PM and Service Report signed by Supervisor
- \* Conduct Basic Troubleshooting as Scheduled

Quantity: 2  
Unit Cost: 285,345.00  
Total Cost: 570,690.00  
\*\*\*\* nothing follows \*\*\*\*

A copy of your UPDATED legal requirements (Certificate of Registration from BIR, SEC/DTI, Business/Mayor's Permit with Official Receipt, Platinum PhilGEPS Certificate, Tax Clearance, Audited FS with 2024 ITR and Omnibus Sworn Statement) is also required to be submitted along with your quotation/proposal.

**Other Information**

Quotations may be submitted manually at the office of the BAC Secretariat, BAC Office, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City., through email to [vmc.bac2025@gmail.com](mailto:vmc.bac2025@gmail.com). For any clarification, you may call Diana C. Pulido at telephone no. 294-46-25 or via email at [vmc.bac2025@gmail.com](mailto:vmc.bac2025@gmail.com).

**Created by** Diana C. Pulido

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