



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

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

JOB ORDER

JOB ORDER NO.: 25-02-011

DATE : February 4, 2025

Mode of Procurement: PB NO. VMC 2025-026 dtd 12-27-24

TO: **FLUID SYSTEMS & DESIGN INC.** AUTHORITY FOR WORK ORDER:
Unit 6a14 Victoria Station I Bldg., #793 EDSA Kamuning, Quezon City

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

(2) PARTICULARS: Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
1	Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)	12 month 80,596.32 967,155.84
Scope of Works: The Service provider shall render but is not limited to the following:		
a. Provision of Treatment Chemicals (Chlorine and Enzyme) and Maintenance Supplies (Oil and Grease) including housekeeping and safety paraphernalia. Maintenance Chemicals such as but not limited to Chlorine, Coagulant and Flocculant as necessary Provision of Materials Safety Data Sheet (MSDS) for treatment Chemicals.		
b. Provision of necessary consumables and spare parts to ensure that STP is in good running condition		
c. Monthly Influent and Effluent Sample		
d. Laboratory Analysis of collected influent and effluent sample, and transmittal of report to VMC in accordance DENR DAO 2021-19 Effluent Standards for Class C Waters		
e. Recording of daily operation and maintenance activities such as routine checks, inspection, and observation on the STP process equipment. It shall be available anytime upon request.		
f. Minor repair, maintenance, and adjustment such as re-tightening, lubrication, de-clogging, and housekeeping works to maintain its normal operating performance efficiency and correct any deviation from standard parameters and ensure compliance with DENR		
g. Supply of technical labor to perform as STP operator of eight (8) hours daily		
h. Response of not more than forty-eight (48) hours for preventive maintenance and emergency repair upon the call of an on-site operator		
i. Submit a technical report in line with the VMC STP project, including a quantitative assessment of estimated water usage or wastewater pollution reduction.		
j. Submit daily, quarterly, yearly reports standards operating procedures (SOP) for the operation and maintenance of STP.		
	BALANCE FORWARDED	967,155.84

PURPOSE MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)

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

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	(6) APPROVAL (SEC.2048 Admin Code)
SUBJECT TO REFUND UPON DISALLOWANCES MADE TO THE COMMISSION ON AUDIT	<u>E. Cava</u> FEB 20 2025 <u>EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS</u> Signature over Printed Name OIC-Medical Center Chief II
CONFORME	<i>zhp</i>
RECEIVED BY THE SUPPLIER	
REPRESENTATIVE	
DATE	



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DATE : February 4, 2025

Mode of Procurement: PB NO. VMC 2025-026 dtd 12-27-24

TO: **FLUID SYSTEMS & DESIGN INC.** AUTHORITY FOR WORK ORDER:
Unit 6a14 Victoria Station I Bldg., #793 EDSA Kamuning, Quezon City

- (1) Completion time from the date this work order received by the Contractor/Supplier: 1 year
- (2) PARTICULARS: Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	<p>BALANCE FORWARDED</p> <p>Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)</p> <p>TERMS OF REFERENCE</p> <p>A. INTRODUCTION To ensure a safe and healthy environment and surroundings through adherence to compliance with the DENR requirements, the Valenzuela Medical Center (VMC) aims to achieve its adherence to the Department of Environmental and Natural Resources (DENR) Administrative Order No. 35 otherwise known as Revised Effluent Regulations of 1990 wherein it states that the wastewater effluent from STP shall be able to meet the Effluent Standard for receiving body of water class "C" or inland water intended for the propagation and growth of fish and other aquatic resources (as adopted by Laguna Lake Development Authority of LLDA). The completed STP facility, located at the rear of Main Hospital Building, is designed to treat wastewater based on the following criteria and parameters: Volume flowrate: 50 cu.m./day Treatment Operating System: Sequencing Batch Reactor (SBR) Operating Cycles: Four (4) cycles per day</p> <p>B. SCOPE OF WORKS The Service provider shall render but is not limited to the following: a. The Service Provider shall supply the supervision, operatorship, labor, equipment, tools, materials, parts and expertise for the Operation and Preventive Maintenance Service (PMS) of the Valenzuela Medical Center (VMC) Sewerage Treatment Plant (STP). b. The Service Provider shall provide monthly preventive maintenance and minor repair on the VMC STP and submit a report on or before the fifteenth (15th) day of the following month. c. The preventive maintenance program of the STP shall include the following:</p>	967,155.84

PURPOSE	<u>MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)</u>	
(3) REQUISITIONER:	<p><u>Engr. GERARDO E. LINGAT</u> Signature over Printed Name Engineer III, EFMS</p>	<p>(4) FUNDS AVAILABLE:</p> <p><u>RAYMUND JOE B. MACUANA</u> Signature over Printed Name Accountant III</p>

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Recommending Approval:

ENGR. ZORAID A. S. CUADRA

Signature Over Printed Name

OIC, Hospital Operations and Patient Support Division

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SUBJECT TO REFUND UPON DISALLOWANCES MADE TO THE COMMISSION ON AUDIT	<p><u>E. C.</u> FEB 20 2025</p> <p><u>EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPGS</u></p>
CONFORME	Signature over Printed Name
RECEIVED BY THE SUPPLIER	OIC-Medical Center Chief II
REPRESENTATIVE	
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TO: **FLUID SYSTEMS & DESIGN INC.** AUTHORITY FOR WORK ORDER:
Unit 6a14 Victoria Station I Bldg., #793 EDSA Kamuning, Quezon City

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

(2) PARTICULARS: Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	BALANCE FORWARDED	967,155.84
<i>Electrical:</i>		
i. Inspection/ cleaning of main circuit breaker, control board, contactors, overload relays and others;		
ii. Cleaning and re-tightening of control connections and mounting;		
iii. Check/ re-lightening of motor terminals;		
iv. Check motor winding (insulation test resistance);		
<i>Mechanical:</i>		
i. Check/ alignment of pulley and sheave;		
ii. Check shaft and seal for possible leaks;		
iii. Lubrication of bearings;		
iv. Check V-belts on blowers, replace if needed;		
v. General cleaning of blowers including cleaning of intake air;		
vi. Change oil blowers twice a year;		
vii. Check/ cleaning of sub-pumps and check winding (insulation test);		
viii. General cleaning of chlorinators and mixers;		
ix. Comprehensive checking of dosing pumps;		
<i>Civil:</i>		
i. Checking of pipe lines;		
ii. Dewatering and cleaning of final tank 1 and final tank 2 (chlorine contact tank) twice a month;		
iii. Desludging of aerobic digester as needed depending on the volume of accumulated sludge;		
iv. General cleaning of Aeration Tank, Mixing Tank and Anoxic Tank once a year; and		
<i>Others:</i>		
i. Minor Repairs (if needed).		
d. Provision of treatment chemicals (Chlorine and Enzyme) and Maintenance supplies (Oil and Grease)		
	BALANCE FORWARDED	967,155.84

PURPOSE MONTHLY PREVENTIVE-MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)

(3) REQUISITIONER:	(4) FUNDS AVAILABLE:
Engr. GERARDO E. LINGAT Signature over Printed Name Engineer III, EFMS	RAYMOND 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

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SUBJECT TO REFUND UPON DISALLOWANCES MADE TO THE COMMISSION ON AUDIT	E. Cava FEB 20 2025 EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS
CONFORME	Signature over Printed Name OIC-Medical Center Chief II
RECEIVED BY THE SUPPLIER	
REPRESENTATIVE	
DATE	2/20/25



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Unit 6a14 Victoria Station I Bldg., #793 EDSA Kamuning, Quezon City

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

- (2) PARTICULARS: **Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)**

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	BALANCE FORWARDED	967,155.84
	including housekeeping and safety paraphernalia. Provision of Materials Safety data sheet (MSDS) for the Treatment Chemicals.	
e.	The Service Provider shall supply and deliver the following consumable items:	
a.	Appropriate V-belts – Eighteen (18) pieces	
b.	Appropriate bearings for motor blowers – Six (6) pieces	
c.	Grease/ gear oil – Six (6) liters	
d.	Appropriate filter – One (1) roll	
e.	3-inches Spring hose – One (1) meter	
f.	High Temperature Gasket Maker – Three (3) tubes	
f.	Recording of daily operation maintenance activities such as routine checks, inspection, and observation the STP process equipment. It shall be available anytime upon request.	
g.	The Service Provider grease the blower bearings every three (3) months.	
e.	Minor repair, maintenance, and adjustment such as retightening, lubrication, de-clogging, and housekeeping works to maintain its normal operating performance efficiency and correct any deviation from standard parameters and ensure compliance with DENR.	
h.	Supply of technical labor to perform as STP operator of eight (8) hours daily covering four (4) cycles equivalent to 24 hours or 3 hours per SBR cycle.	
g.	Response of not more than 48 hours for preventive maintenance and emergency repair upon the call of an on-site operator.	
i.	Submit a technical report in line with the VMC-STP project, including a quantitative assessment of estimated water usage or wastewater pollution reduction.	
j.	The Service Provider shall monitor the effluent discharge and must be within the acceptable standards (DAO 2016-08 and DAO 2021-19) of the Department of Environment and Natural Resources – Environmental	
	BALANCE FORWARDED	967,155.84

PURPOSE **MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)**

(3) REQUISITIONER:

Engr.-GERARDO E. LINGAT
Signature over Printed Name
Engineer III, EFMS

(4) FUNDS AVAILABLE:

RAYMOND 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, FPSCS
Signature over Printed Name
OIC-Medical Center Chief II



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Unit 6a14 Victoria Station I Bldg., #793 EDSA Kamuning, Quezon City

- (1) Completion time from the date this work order received by the Contractor/Supplier: 1 year
- (2) PARTICULARS: Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
BALANCE FORWARDED		
Management Bureau, NCR (DENR-EMB, NCR). The Service Provider must be abreast with the latest regulations of the DENR-EMB, NCR and inform the VMC as soon as these are implemented.		
k. The Service Provider with the presence of VMC authorized representative shall submit STP effluent for a Physical-Chemical Analysis and Microbiological Test (parameters in the Water Quality Guidelines table below) monthly to an accredited testing laboratory of the Department of Health and Department of Environment and Natural Resources.		
PARAMETERS		
Biochemical Oxygen Demand, BODs	mg/L	≤50
Chemical Oxygen Demand, COD	mg/L	≤100
Total Suspended Solid, TSS	mg/L	≤100
Color	TCU	≤50
Oil and Grease	mg/L	≤5
Surfactant	mg/L	≤5
Fecal Coliform	MPN/100ml	≤400
pH	Unit	6.5-9.0
Ammonia	mg/L	≤4
Phosphate	mg/L	≤4
Nitrate	mg/L	≤14
l. Monthly Influent and Effluent Sample.		
m. Laboratory Analysis of collected influent and effluent sample, and transmittal of report to VMC.		
n. All test results must pass the Water Quality and General Effluent Standards of DAO 2016-08 and DAO 2021-19 for Class C. In the event that certain parameters fail, the service provider must implement corrective		
BALANCE FORWARDED		
967,155.84		

PURPOSE MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)

(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	
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SUBJECT TO REFUND UPON DISALLOWANCES MADE TO THE COMMISSION ON AUDIT	E. Cuadra FEB 20 2025 EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPPGS Signature over Printed Name OIC-Medical Center Chief II
CONFORME	
RECEIVED BY THE SUPPLIER REPRESENTATIVE	
DATE	2/20/2025



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TO: **FLUID SYSTEMS & DESIGN INC.**
Unit 6a14 Victoria Station I Bldg., #793 EDSA Kamuning, Quezon City

AUTHORITY FOR WORK ORDER:

- (1) Completion time from the date this work order received by the Contractor/Supplier: 1 year
- (2) PARTICULARS: Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
	BALANCE FORWARDED	967,155.84
	measures for the parameter to be within the allowable limit. Any fine/s incurred by the VMC due to noncompliance to DENR-EMB, NCR standards for the VMC STP effluent shall be for the account of the Service Provider until remedied. Penalties such as refusal of effluent sampling that maybe imposed by DENR-EMB, NCR shall be automatically charged to the Service Provider.	
	o. The Service Provider shall assist VMC on the environmental compliance reporting, such as, application for renewal of STP Discharge Permit, submission of Quarterly Self-Monitoring Report (SMR), and as any/and all compliance requirements from the DENR-EMB, NCR.	
	p. The Service Provider shall maintain at all times good housekeeping inside and outside of the premises of the STP.	
	q. The Service Provider shall conduct training on the sequence of Operation of the STP for VMC Engineer and Facilities Management Section (EFMS) personnel.	
	r. Maintain STP operation, maintenance and administrative records.	
	C. MANPOWER REQUIREMENTS	
	i. The Service Provider shall have manpower that is properly and fully qualified to perform the class of work provided herein, and that they are all authorized, properly trained, equipped, organized and finance to perform such work. The Service Provider shall perform all work in accordance with all conditions stipulated in the contract.	
	ii. The Service Provider shall provide experienced and qualified manpower, tools and equipment capable of producing the quality and quantity of work and materials to complete the project as specified in the approved scope of work and specifications, within time specified in the approved contract.	
	iii. The STP operators and their supervisor must have a minimum of one (1) year and three (3) years operation of STP experience, respectively.	
	D. SUPPORT SERVICE REQUIREMENTS	
	BALANCE FORWARDED	967,155.84

PURPOSE MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)

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

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

(2) PARTICULARS: Preventive Maintenance of Sewage Treatment Plant of VMC (50 GPM)

ITEM NO.	WORK TO BE DONE	TOTAL PRICE
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	It is essential that the Service Provider maintain local parts and services facility. The Service Provider must carry sufficient inventory to cover the spare parts of STP equipment and inspection/ services within twenty (24) hours after receipt of call or notification from the VMC. Further, the Service Provider shall have trained service representatives and supervisors to furnish all preventive maintenance, installations, tests and start-ups for final approval and acceptance on all components as required.	
E.	SCHEDULE AND PLACE OF DELIVERY The project duration is for twelve (12) months. The VMC STP shall be operated 24 hours a day, 7 days a week. The Operation of the Preventive Maintenance must be completed every month from the effectivity date specified in the Notice to Proceed.	
F.	RESPONSIBILITIES OF THE VMC DURING PROJECT IMPLEMENTATION i. The VMC EFMS authorized representative shall supervise the operation and maintenance of the VMC STP. ii. In the implementation of work, the VMC or its representative shall not be responsible for any accident such as death injuries and diseases received by the Service Provider or any of his employee or laborers. Likewise, the VMC shall not be responsible for any loss or damage of materials, tools, equipment delivered on the job site. Damages on the VMC properties and equipment caused by the Service Provider shall be replaced / repaired at his own expense to the satisfaction of the VMC. In the event of failure of repair and or replacement of the same, the VMC shall deduct the cost of such repairs from the payment due to the Service Provider. iii. The execution of all works shall be subject to the inspection and acceptance by the VMC authorized representatives.	
G.	OTHER CONDITIONS i. The Service Provider represents and warrants that it has the capacity to perform its obligations and undertakings according to the terms and conditions of this Contract, and hereby agrees and warrants that it shall faithfully observe and comply therewith.	
	BALANCE FORWARDED	967,155.84

PURPOSE MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)

(3) REQUISITIONER:	(4) FUNDS AVAILABLE:
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Recommending Approval:	
<u>ENGR. ZORAIDA S. CUADRA</u> Signature Over Printed Name OIC, Hospital Operations and Patient Support Division	
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(6) APPROVAL (SEC.2048 Admin Code)	
<u>E. C. Am</u> FEB 20 2025 <u>EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPGS</u> Signature over Printed Name OIC-Medical Center Chief II	



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ii.	The Service Provider should submit a Certificate of Site Inspection issued by the VMC EFMS during submission of bid.	
iii.	The Service Provider should have a similar operatorship and preventive maintenance contract for a sewerage treatment plant the last five (5) years and provide the VMC the list with the contact person and numbers.	
iv.	The Service Provider shall assign trained and skilled personnel in its employ who are qualified to operate and perform preventive maintenance of the VMC STP and shall submit the resume of the supervisor/s and operators assigned to the VMC for approval prior to being assigned to the VMC STP. The VMC has the right to request for replacement of the Service Provider's personnel for whatever reason.	
v.	All the equipment, parts, consumables to be supplied by the Service Provider have to be approved by the VMC prior to acceptance and/or installation.	
vi.	The Service Provider shall carry out at a survey of all the equipment by a qualified technician and give a written report to the VMC EFMS on any item that may require repair, alteration or change beyond the scope of this project as soon as observed or found during the Operation and PMS of the VMC STP.	
vii.	In case of breakdown of any blower/s, submersible pump/s, controls and other equipment during the operation and conduct of preventive maintenance on the VMC STP, it will be the Service Provider's responsibility to restore the VMC STP to normal operation.	
viii.	The Service Provider's liability for any loss, damage or delay arising from any act, default or omission, negligence or otherwise, in or about the performance and completion of this project shall be restricted to liability for physical damage or injury to any person and damage to property, which in any such case is the natural, immediate and foreseeable result of such act, default or omission caused by the Service Provider, its servants or agents and for which it is solely responsible.	
ix.	The Service Provider shall at all times be directly responsible for the acts or conduct of the personnel under	
	BALANCE FORWARDED	967,155.84

PURPOSE MONTHLY PREVENTIVE MAINTENANCE OF SEWAGE TREATMENT PLANT OF VMC (50GPM)

(3) REQUISITIONER:	(4) FUNDS AVAILABLE:
<u>Engr. GERARDO E. LINGAT</u> Signature over Printed Name Engineer III, EFMS	<u>RAYMUND JOE B. MACUANA</u> 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:	
<u>ENGR. ZORAYDA S. CUADRA</u> 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	(6) APPROVAL (SEC.2048 Admin Code)
SUBJECT TO REFUND UPON DISALLOWANCES MADE TO THE COMMISSION ON AUDIT	<u>E. Cava</u> FEB 20, 2025 <u>EDILBERTO V. CAVANEYRO, MD, MHA, FRCS, FPGS</u> Signature over Printed Name OIC-Medical Center Chief II
CONFORME	
RECEIVED BY THE SUPPLIER	
REPRESENTATIVE	
DATE	

