

Republic of the Philippines  
**Sandiganbayan**  
Quezon City  
Tel./Fax: 9514514 / 9514599  
Email: sandiganbayan\_supplysection@yahoo.com  
Contact Person: Connie / Razel

APPROVED FOR POSTING

MA. TERESA TABULAYAN  
Executive Clerk of Court IM

November 9, 2016

**Request for Quotations of Prices**

Sir/madam:

Please quote your lowest prices to the Government on the following items:

**One (1) lot Supply of Labor, Tools and Materials for the .....P\_\_\_\_\_ /lot  
Preventive Maintenance Program of Networked  
Fire Detection and Alarm System for 12 months  
with the following scope of works:  
(Please see attachment)**

**IMPORTANT CONDITIONS**

1. All quotations submitted to this Office are considered an offer of the items specified above at the prices quoted thereon and a guaranty of availability of the quoted items. In the event that the offer is accepted, a PURCHASE ORDER FOR items above-mentioned will be sent to the dealers concerned advising them such acceptance, the delivery of the said items and the availability of funds needed for this purpose.

2. Goods supplied are subject to inspection by the auditor or his duly authorized representative. Payment therefore will be effected after the said inspection and acceptance of the items supplied, subject to the usual audit requirements.

3. This Office hereby reserves the right to reject any or all offers, or accept such offer it may consider most economical and advantageous to the government.

4. That the dealer should specify below, the duration of the time they can hold the items available for this agency, and the penalty of failure to deliver within the period stipulated for reasons of non-availability of stock, contrary to the guaranty of its availability contained in the quotations submitted, will be the payment of the difference of the amount paid by this agency to the dealer quoting the next lower price, and that offered by the delinquent dealer.

5. That the Official Invoice/Official Receipt of dealer contains his/her firm's Tax Account No. and BIR Permit No. pursuant to P.D. 1255, as amended.

CANVASS BY:

Very truly yours,

  
PANCHITO C. ALAVAREN, JR.  
Supply Officer III

We are pleased to quote our lowest prices of the items indicated above under the foregoing conditions set forth

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November 9, 2016

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**Sir/madam:**

Please quote your lowest prices to the Government on the following items:

**One (1) lot Supply of Labor, Tools and Materials for the .....P \_\_\_\_\_/lot  
Preventive Maintenance Program of Networked  
Fire Detection and Alarm System for 12 months  
with the following scope of works:**

**Monthly:**

- a. **Generate and print sensitivity report of installed detectors.**
- b. **Pull out and clean any detectors that are showing a maintenance level of 30% and above.**
- c. **Test devices at random different loops for satisfactory operation in the presence of Sandiganbayan Maintenance and Engineering Personnel and ensure that appropriate action is taken.**
- d. **Check and rectify any faults in the system concerning equipment/device malfunction.**
- e. **Record in a separate Sandiganbayan logbook all the works that has been carried out by the Contractor Service Engineer.**
- f. **Check logbook of Sandiganbayan Engineering personnel and ensure that appropriate action is taken.**

**Quarterly:**

- a. **All items of work as shown in the monthly schedule.**
- b. **Check all main system components including control panels, audio control, panel switches, battery charger and batteries to ensure proper functioning as per manufacturer's recommendation and submit reports in a check list form.**
- c. **Conduct functional test of the system by actuating one or more manual call points and rectify any sequence as may be required by Sandiganbayan.**
- d. **Check the operation of the signalling devices.**
- e. **Check and verify that there has been no change in the premises which would adversely affect the operation of the system.**
- f. **Adjust the sensitivity detectors, if required by the Sandiganbayan Engineering Section.**

**Annually:**

- a. **Conduct all works as listed in the Monthly and Quarterly schedules.**
- b. **Conduct training session for Maintenance and Engineering Personnel on system operations and assist in conducting fire drill.**

**Notes:**

- a. **All detectors shall be tested once a year.**
- b. **All manual fire alarm stations shall be tested once a year.**