



**PASEGURUHAN NG MGA NAGLILINGKOD SA PAMAHALAAN  
(GOVERNMENT SERVICE INSURANCE SYSTEM)**

Financial Center, Pasay City, Metro Manila 1308

**NOTICE OF CONDUCT OF  
NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS**

**PROCUREMENT FOR THE SUPPLY, DELIVERY AND INSTALLATION  
OF TRANSFORMERS**

The Government Service Insurance System (GSIS) is conducting Negotiated Procurement, under Two Failed Biddings, for the Supply, Delivery and Installation of Transformers, with an Approved Budget for the Contract (ABC) amounting to **One Million Three Hundred Thousand Pesos (Php1,300,000.00)**.

In view of this, the GSIS now invites prospective bidders for a Negotiation to be conducted on **20 April 2017, 10:30AM** at the GBAC Conference Room, Level 2 Core G, GSIS Central Office, Financial Center, Pasay City. Attached are the Schedule of Requirements (**Annex A**) and Technical Specifications (**Annex B**), which will be discussed in the said Negotiation.

Thereafter, the GSIS will send an Invitation to prospective bidders to submit their Best and Final Offers.

The opening of Best and Final Offers will be held on **2 May 2017, 3:30PM**.

The bidder with the Lowest Calculated Bid or Single Calculated Bid shall be required to submit the additional documents stated in the Checklist of Additional Requirements (**Annex C**).

Thank you.

**VP JONATHAN C. PINEDA**

*Chairperson*

GSIS Bids and Awards Committee for Goods,  
Services, and Consultancy (Cluster II)

**SUPPLY, DELIVERY AND INSTALLATION OF TRANSFORMERS FOR GSIS  
LAGUNA BRANCH OFFICE**

**TERMS OF REFERENCE**

**A. SCOPE OF WORK**

- 1) The Supplier shall supply, deliver and install three (3) sets transformers including all components, materials, accessories, equipment, tools, labor and conduct supervision of the installation, testing and commissioning of equipment at GSIS Laguna Branch Office in compliance with the Technical Specifications and Terms and Conditions.
- 2) The Supplier shall include dismantling of existing transformer unit and hauling to a specific location at the GSIS Branch Office.
- 3) The Supplier shall undertake on its own expense the required testing of equipment and securing/providing all documentary requirements such as permit/s prior to installation and commissioning including coordination with the local Electric Cooperative or agency concerned (e.g., FIRST LAGUNA ELECTRIC COOPERATIVE, FLECO).
- 4) The local Electric Cooperative should witness and approved the testing and commissioning of the transformers. Test should also be witnessed by the Building and Maintenance Department (BMD).
- 5) The Supplier shall provide the service/s of a Registered Electrical Engineer or Registered Professional Electrical Engineer to supervise the complete installation, testing and commissioning of 3 units transformers.

**B. TECHNICAL SPECIFICATIONS**

- 1) Three (3) Sets, 167 KVA Distribution Transformer, Single Phase,  
Primary : 7,620/13,200KV, Basic Insulation Level (BIL) - 95KV  
Secondary : 120/240 volts, BIL- 30KV  
Frequency : 60 Hertz  
Color : Gray  
Pole Mounted Type, Oil Immersed, Self-Cooled, Double High Voltage Bushing.

Standard Transformer Losses: Core/No Load Loss  $\leq$  65W,  
Copper/Load Loss  $\leq$  1,410W

- 2) All materials and parts of the transformers shall be brand new and unused. Each component shall be of current manufacture from a firm regularly engaged in the design and production of such equipment. Units and components offered under these specifications shall be

covered by the manufacturer's standard warranty or guarantee on new equipment.

- 3) A result of the following test shall be submitted to GSIS simultaneously with the delivery of equipment:
  - a. Ratio tests on the rated voltage connection and on all tap connections.
  - b. Polarity and phase-relation tests on the rated voltage connection.
  - c. Insulation resistance test
  - d. No-load test (Exciting Current and Core Loss) and Load test (Impedance and Winding Loss).
  - e. Impedance measurement
- 4) Transformer cores shall be constructed using amorphous metal cores with high magnetic permeability and low hysteresis and eddy current losses for low loss and noise optimized operation. The core laminations are tightly clamped and compressed.
- 5) Coils are wound coated with polyvinyl foralval or taped with heat resistant insulating paper or approved similar insulating medium. The copper windings may be either of rectangular or circular construction depending on the basis of engineering consideration. The coil assembly shall have thermo setting varnish and cured to reduce hotspots and seal out moisture. Coils must be protected against high electrical stresses due to external overvoltage's and against mechanical overloads by short circuits.
- 6) The insulation oil used is mineral oil or any of approved equal quality. All insulation materials are flame-retardant and do not support combustion, must be insensitive to high temperature, to the influence of air and oxygen and must be non-corrosive.
- 7) The enclosures are made of heavy gauge steel, cleaned, primed and finished with gray color weather-resistant enamel and assemblies to support its weight on installation. The metal cover is bolted all around the tank upper lid pressing the rubberized gasket between them to ensure perfect sealing. The installation of the 3 units transformer shall be properly grounded.

## **II. TERMS AND CONDITIONS**

1. All materials to be supplied and installed must be brand new and free from any defect and must conform to the required technical specifications.
2. Two (2) years warranty on parts and service to commence upon issuance of Certificate of Acceptance of the completed project by the GSIS.

- With more than 2 times of breakdown within the Warranty Period the transformer should be replaced with brand new units of equivalent specifications. BMD will approve the transformer/s.
3. The Project must be completed within Sixty (60) calendar days after receipt of Notice to Proceed.
  4. Full payment upon 100% completion and GSIS acceptance of all works.
  5. The Supplier shall observe proper Personal Protective Equipment (PPE) and Safety Procedures during the installation and shall be responsible for all injury to persons and damage to GSIS and other property caused by the execution of the works and shall be liable for any claims against GSIS on account of such injury and/or damage.
  6. The work shall be executed in a workmanlike manner and in accordance with the best practices employed in modern installations.
  7. Submittals to be complied by supplier prior to acceptance of the project:
    1. Test result
    2. Warranty Certificate and Warranty Security in the form of 10% retention
    3. Manual/Brochure (technical description)
  8. Payment will be subject to the appropriate tax.
  9. The supplier shall have a valid Philippine Contractors Accreditation Board (PCAB) license, size range of Small B, with license category of at least C & D with Specialty on Electrical Work (SP-EE) or Electro Mechanical Work (SP-EM).

## *Schedule of Requirements*

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Item No.</b>	<b>Description</b>	<b>Qty</b>	<b>Total</b>	<b>Delivery (Weeks/Months)</b>	<b>Statement of Compliance</b>
	Test results : 1. Ratio tests on the rated voltage connection and on all tap connections. 2. Polarity and phase-relation tests on the rated voltage connection. 3. Insulation resistance test 4. No-load test (Exciting Current and Core Loss) and Load test (Impedance and Winding Loss). 5. Impedance measurement	1 1 1 1 1	1 1 1 1 1	Simultaneous with the delivery of equipment	
	Supply, Delivery, Installation and Commissioning of Three (3) units Transformer Set	3	3	Within Sixty (60) calendar days from the receipt of the Notice to Proceed (NTP)	

## CHECKLIST OF ADDITIONAL REQUIREMENTS

**Legal Documents**

1. Appropriate Registration Certificate from the:
  - Securities and Exchange Commission (SEC), for corporation

For registration certificate from the Securities and Exchange Commission (SEC), any of the following may be submitted:

  - For Corporation  
Registration Certificate; **OR** Certificate of Incorporation; **OR** Latest Certificate of Filing of Amended Articles of Incorporation.
  - For Partnership:  
Certificate of Registration; **OR** Certificate of Partnership; **OR** Certificate of Amended Articles of Partnership.
  - Department of Trade and Industry (DTI), for sole proprietorship
  - Cooperative Development Authority (CDA), for cooperatives
2. Valid Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located
3. Valid Tax Clearance per Executive Order 398 (s. 2005), as finally reviewed and approved by the BIR. (GPPB Resolution No. 21-2013 dated 30 July 2013)
4. Valid PhilGEPS Registration Certificate
5. PCAB License with size range of Small B, license category of at least C & D with Specialty on Electrical Work (SP-EE) or Electro Mechanical Work (SP-EM).

**Technical Document**

6. Statement of Completed Contracts which are similar in nature to the Project, within the past three (3) years from the submission and receipt of Best and Final Offer.

**Financial Documents**

7. Audited financial statements for CY 2016, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.

**Other Documents**

8. Omnibus Sworn Statement in accordance with Section 25.2(a)(iv) of the IRR of RA 9184 .