



TECHNICAL SPECIFICATIONS

<p>Project Description</p>	<p>Procurement of a Service Provider for the Comprehensive Preventive Maintenance and Repair Service (CPMRS) of the Escalators and Elevators for F.Y. 2025</p>																																														
<p>Approved Budget for the Contract</p>	<p>The Approved Budget for the Contract is Php 1,500,000.00 inclusive of all applicable taxes, chargeable against Fiscal Year 2025 Regular Agency Budget of MARINA Central Office.</p>																																														
<p>Specifications / Deliverables <i>(Ex. Size, color, materials used and other specs requirements)</i></p>	<p>a. The supply of supervision, labor, equipment, tools, materials, parts, and expertise for the Monthly Preventive Maintenance and Repair service of three (3) units of Elevators and two (2) units of escalators and one (1) wheelchair lift located at the MARINA Central Office, for a period of twelve (12) months, from 01 January 2025 or upon receipt of Notice to Proceed (NTP), whichever comes later.</p> <p>b. Conduct periodic inspection, preventive maintenance, incidental servicing, emergency service, and repair and replacement of parts of the three (3) units of elevators, two (2) units of escalators, and one (1) unit wheelchair lift as specified below:</p> <table border="1" data-bbox="467 1300 1351 2404"> <thead> <tr> <th></th> <th>ELEVAT OR 1</th> <th>ELEVAT OR 2</th> <th>ELEVAT OR 3 (SCENIC)</th> <th>W.CHAIR LIFT</th> <th>ESC 1 & ESC2</th> </tr> </thead> <tbody> <tr> <td>Type/ Model</td> <td>TWJ1150 -1.5 (MRL)</td> <td>TKJ630-1.5 (with MR)</td> <td>TWJ1000 -1.5</td> <td>SJDO.34-3.5</td> <td>KYS235-800-3500</td> </tr> <tr> <td>Use</td> <td>Passenger</td> <td>Passenger</td> <td>Passenger/Scenic</td> <td>Passenger</td> <td>Passenger</td> </tr> <tr> <td>No. of Units</td> <td>One (1)</td> <td>One (1)</td> <td>One (1)</td> <td>One (1)</td> <td>Two (2)</td> </tr> <tr> <td>Capacity</td> <td>1150 kgs</td> <td>630 kgs (8 persons)</td> <td>1000 kgs</td> <td>340 kgs</td> <td>7500 persons/hour</td> </tr> <tr> <td>Speed</td> <td>90 meters/minute</td> <td>90 meters/minute</td> <td>90 meters/minute</td> <td>2-3 meters/minute</td> <td>30 meters/minute</td> </tr> <tr> <td>No. of stops/openings</td> <td>Twelve (12) @ G,2-12</td> <td>Twelve (12) @ G,2-12</td> <td>Twelve (12) @ G,2-12</td> <td>Two (2) @ G,2</td> <td></td> </tr> </tbody> </table>						ELEVAT OR 1	ELEVAT OR 2	ELEVAT OR 3 (SCENIC)	W.CHAIR LIFT	ESC 1 & ESC2	Type/ Model	TWJ1150 -1.5 (MRL)	TKJ630-1.5 (with MR)	TWJ1000 -1.5	SJDO.34-3.5	KYS235-800-3500	Use	Passenger	Passenger	Passenger/Scenic	Passenger	Passenger	No. of Units	One (1)	One (1)	One (1)	One (1)	Two (2)	Capacity	1150 kgs	630 kgs (8 persons)	1000 kgs	340 kgs	7500 persons/hour	Speed	90 meters/minute	90 meters/minute	90 meters/minute	2-3 meters/minute	30 meters/minute	No. of stops/openings	Twelve (12) @ G,2-12	Twelve (12) @ G,2-12	Twelve (12) @ G,2-12	Two (2) @ G,2	
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- c. Systematically examine, clean, lubricate, adjust, apply rust protective paint, and repair/replace parts of all the machines specified above.
- d. Provide emergency service and repairs without additional charge and respond immediately to MARINA's report of any escalator/elevator malfunction, inoperability, or otherwise appearing to constitute a danger to users.

Other End-User Requirements

Ex. Warranty, photos of the product and other end-user requirements

RESPONSIBILITIES OF SERVICE PROVIDER

- a. The Service Provider shall not make any changes or alterations to the existing mechanical equipment, circuits, circuit wiring, or sequencing, nor alter the original circuit or wiring design without the prior consent of MARINA.
- b. The Service Provider shall maintain records which shall include repair work performed, preventive maintenance activity, spare parts utilized, and any modifications to the equipment, and/or emergency services.
- c. The Service Provider shall advise the Director of the MARINA- MFAS through the GSD-Building Maintenance Supervisor of all defective and worn-out parts to be replaced, works done and the specified downtime to be undertaken to put the equipment into normal running condition.
- d. The Service Provider shall carry out such repairs and worn-out parts replacement upon approval by the MFAS Director.
- e. In case of an elevator and escalator breakdown during the conduct of preventive maintenance, it shall be the Service Provider's responsibility to restore the Elevators and Escalators to normal operation within a maximum of five (5) working days after a breakdown.
- f. The Service Provider shall process inspections, documents, and permits necessary for the operation of the Elevators and Escalators at no extra cost to MARINA.

OTHER CONDITIONS

- a. 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 project, and hereby agrees and warrants that it shall faithfully observe and comply therewith.
- b. The Service Provider shall assign trained and skilled personnel in its employ who are qualified to perform preventive maintenance and repair of the MARINA Central Office Elevators and Escalators. The MARINA has the right to request for replacement of the Service Provider's personnel if found violating any of the terms and conditions thereof/or if found lack the technical know-how in Escalator and Elevator maintenance, troubleshooting and repair.
- c. The Service provider shall furnish tools, equipment, lubricants, and cleaning supplies as necessary to carry out their duties and responsibilities.
- d. All work and services provided for this project are to be performed during normal working hours on regular working days. The MARINA may request the Service Provider in writing, for work outside such times at no extra cost if it affects the operation at the MARINA Central Office Building. All works and services are not required to be carried out on

- public holidays except when the MARINA finds it necessary in its operation.
- e. The Service Provider must ensure that all their employees assigned in MARINA observe, at a minimum, safety practices during maintenance, inspection, or testing procedures which include but are not limited to the following:
 - Wearing proper protective equipment when performing maintenance, inspection, and testing tasks.
 - If applicable, provide signage and/or barriers, especially at hoisting doors
 - Adherence to good housekeeping practices
 - f. MARINA shall have the sole option to cancel/terminate the contract at any time for violation of any of the terms and conditions thereof and/or if, in its judgment, the service it has rendered is substandard and/or unsatisfactory;
 - g. The Contractor nor the MARINA will not allow any third party to do any repair work or replace any part or component of the subject equipment without written consent/approval of both parties.

MARINA REQUIREMENTS

Prospective bidders shall acquire/submit the following requirements/documents together with the quotation:

- a. The company has a minimum of two (2) years of experience in the elevator and escalator maintenance and repair industry. (Photocopy of the contract entered by and between the bidder and previous or existing client to be submitted to MARINA)
- b. Service Provider must submit one (1) Client Satisfaction Rating as proof of satisfactorily providing a similar service with another government agency or private entity within one (1) year preceding the submission of the quotation. (Certification on Satisfaction Rating issued by a previous or existing client to be submitted to MARINA); and
- c. The Service Provider shall have a physical office/branch in Metro Manila and available line of communication.

Delivery Terms/ Service Schedule
(to be determined by the End-User)

The term of the Service Agreement will be for the period of Twelve (12) Months from the approval of the contract.

Extension Clause – Except to the extent as otherwise provided in the contract, and subject to the provision of Republic Act (RA) 9184 and its 2016 Implementing Rules and Regulations (IRR). The parties shall extend the contract on a month-to-month basis under the same applicable terms and conditions up to the scope of services and quality of works, in the event that no new contract is awarded after the expiration of the current contract.

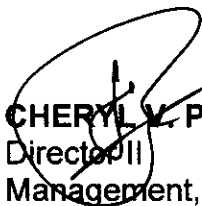
	All regular services will be conducted during regular working hours, Monday to Friday from 8:00 a.m. to 5:00 p.m., and, whenever necessary, on Saturdays and Holidays, with no extra cost to MARINA.
Payment Terms (Government terms 15-30 CD)	<ol style="list-style-type: none"> 1. Send bill arrangement; 2. Monthly Service Reports on the Preventive Maintenance of the Elevators and Escalators complete with findings, recommendations, parts, and equipment that needs to be repaired or replaced duly signed by a MARINA authorized representative. 3. Within twenty (20) calendar days upon receipt of billing invoice/statement of account; 4. Payment shall be made through the list of due and demandable accounts payable with advice debit account (LDDAP-ADA); and 5. The supplier shall provide the bank account wherein payment will be credited preferably LandBank of the Philippines account, otherwise, bank charges shall be borne by the supplier.
Documentary Requirements (per RA9184)	<ol style="list-style-type: none"> 1. PhilGEPS Registration 2. Mayor's Permit/ Business Permit 3. Notarized Omnibus Sworn Statement <ol style="list-style-type: none"> a. To attach duly notarized Special Power of Attorney (If representing the owner of a sole proprietorship). b. To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership, Corporation, Cooperative, or Joint venture).
Note: Prospective suppliers must comply with all of the above requirements to become eligible with the said procurement project.	

Prepared by:



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Approved by:



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