



Logistics Division
Administrative Services

Republika ng Pilipinas
(Republic of the Philippines)
Kagawaran ng Katarungan
(Department of Justice)
PAMBANSANG KAWANIHAN NG PAGSISIYASAT
(NATIONAL BUREAU OF INVESTIGATION)
Manila



Date: Feb. 14, 2012
RIV No. 2012-02-64

Gentlemen/Mesdames

Please quote your price in the following items:

NO.	QTY.	UNIT	DESCRIPTION	QUOTATION
1			Preventive Maintenance of one (1) unit 1.5 MVA Power Transformer High and Low Voltage Switchgear at the Powerhouse. P_____
			Scope of work:	
			1. Coordination with Meralco for temporary disconnection and restoration of power.	
			2. Isolation of incoming powerline, disconnect switches, power fuses and grounding of high voltage lines prior to servicing and testing; and	
			3. Ocular inspection and evaluation of existing present system.	
			4. For 1.5MVA, 34.5/230 volts Power Transformer	
			a. Record nameplate, data and other information;	
			b. Isolation of terminal connection and grounding systems;	
			c. General inspection, check-up and cleaning of terminal bushings, casings and other accessories;	
			d. Check/inspect oil leaks. Cracks and other defects;	
			e. Conduct preliminary tests; transformer oil (DBV) test; Winding insulation resistance (megger) test; transformer turns ration test, winding resistance test, high potential current test and insulation resistance test;	
			f. Total draining of transformer oil. Perform hot circulation thru oil purifying machine. This is done to improve insulation level of transformer and dielectric strength of insulating oil and eliminate moisture from contaminated windings.	
			g. Replacement of Silica Gel;	
			h. Re- tightening of terminal connections at grounding system/ present system.	
			5. HIGHT VOLTAGE SWITCHGEAR (HVSG)	
			a. General cleaning of cubicles;	
			b. Check/inspect/repair grounding system, busbar insulators, lighting arresters and lubricate. Conduct high potential test on high voltage switch; and	
			c. General cleaning of terminal connections, post insulators, arresters, including tightening of terminal connecvtions, bolts and accessories.	
			6. LOW VOLTAGE SWITCHGEAR (LVSG)	
			a. General cleaning of cubicles.	
			b. Check-up/ cleaning of low voltage circuit breakers including re-tightening of terminal connections to busbars and mounting bolts;	
			c. Conduct contact resistance test, equipment grounding continuity test and check for grounds and	
			d. To use Megger testing equipment for insulation resistance testing;	
			e. Assist in energizing the equipment to normal operation; and	
			f. Submission of test results certified by duly licensed Professional Electrical Engineer (PEE).	
			7. DRAINING AND CLEANING OF THREE (3) ELECTRICAL MANHOLES.	
			Xxxxxxxxxxxxxxxxxxxx	

It will be appreciated if we can have your quotations in the Logistics Office not later than asap.

PLEASE INCLUDE VAT, IF APPLICABLE, IN YOUR QUOTATIONS.

Very truly yours,

**SA GERRY M. PERDIDO
CHIEF, LOGISTICS DIVISION**

NAME (signature over printed name)

POSITION TIN Tel. No.

IMPORTANT CONDITION

- 1.Quotations submitted are considered an offer of the items specified at the place quoted. In the event that the offer is accepted, a Purchase Order Advising you of such acceptance will be sent.
- 2.Delivery of the article/s shall be made and/or work shall be completed within _____ days after receipt of P.O/J.O.

CERTIFICATION

I hereby certify that I personally conducted this canvass; that the price/s quoted are true and correct and the suppliers are accredited with the NBI.

**Cyrus O. Casiano
Canvasser/buyer**