



UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR
VAT Reg. TIN: 000-864-006-00005

CPD No. 12048935

05

Purchase Request

Entity Name: UP Manila Fund Cluster: 05 PPMP No.:
 Office/Section: UPM Campus Planning Development and Maintenance Office PR No.: 17088 *See July 7, 2022* Date: Apr 26, 2022
 Responsibility Center Code: MA03033001 - -

Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	Purchase of diesel for the Generator Set of Joaquin Gonzales and Museum, University of the Philippines Manila	1	105,597.00	105,597.00
Grand Total					105,597.00

Purpose: Purchase of diesel for the Generator Set of Joaquin Gonzales and Museum, University of the Philippines Manila

Signature: Requested by: *Morales* Approved by: *Samaniego*
 Printed Name: Flores-Bernardo, Ms. Rosalie W. Samaniego, Dr. Arlene Alcidi, MD
 Designation: Architect V Vice Chancellor for Administration

MAY 05 2022

Certified that all items listed in Purchase Request No. 17088 were included in the 2022 Annual Procurement Plan submitted by UP Manila. (CPMP)
 Mode of Procurement Single Value Procurement
Miladilla A. Santiago
MILADILLA A. SANTIAGO, MPA
 Director, UPM-Procurement Office *4/26/2022*

BUDGET CLEARANCE
 Fund Source: PR-GF-22-90
 Approved Amount: 105,597.00
Lovellette C. Saguis
LOVELLETTE C. SAGUIS
 Chief Budget Officer, UPM
 Date: 4/26/2022

17 1 AUG 2022
Spencer D. Seese for comment

UPM - Procurement Office

RECEIVED

Apr 26 2022
SPENCER D. SEESE

Office Aide *10:09 July 2022*
for Oct 2022 to 11/27/22

Report generated with UP eBusiness Suite Release 12 on April 26, 2022 14:14:46

275-20236-7734446

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TERMS OF REFERENCE
PURCHASE OF DIESEL FOR THE STAND BY GENERATOR SET AT JOAQUIN GONZALES COMPOUND AND MUSEUM, U.P. MANILA

I. INTRODUCTION

The purchase of the diesel fuel is necessary for the operation of the newly turned over generator sets located at Joaquin Gonzales Compound and Museum building. The generator sets need to be operated once a week to ensure its functionality, reliability, and to keep it in optimum performance in case of power outages.

II. PROJECT DESCRIPTION

- a. Project Name : Purchase of Diesel for the Generator Set at Joaquin Gonzales and Museum, University of the Philippines Manila
- b. Location : University of the Philippines -Manila, Ermita, Manila
- c. Implementing Agency: CPDMO, University of the Philippines Manila

III. SCOPE OF SERVICE

The SUPPLIER shall supply and deliver a total of 1,350 liters of diesel fuel. The location and capacity are as follows (also see vicinity map Annex A):

Area Served	Specification	Capacity (Liters)
Joaquin Gonzales Compound	625 kVA	1,000
Museum Building	150 kVA	350

The SUPPLIER is required to put the diesel fuel on the Skid Tank of each generator set with the witness of a CPDMO technical personnel.

IV. THE SUPPLIER'S GENERAL RESPONSIBILITY

- 1. The SUPPLIER shall certify that it has, at its own expense, inspected and examined the PROJECT SITE, its surroundings and existing infrastructure and facilities related to the

execution of the work, and has obtained all the pieces of information that are considered necessary for the proper execution of the work.

2. The SUPPLIER shall provide technical skills and services, personnel, supervision and other related works essential for the proper performance of the activities.
3. The SUPPLIER shall provide UP Manila with complete reports and accomplishments.

V. THE IMPLEMENTING AGENCY'S GENERAL RESPONSIBILITY

1. The IMPLEMENTING AGENCY, with the assistance of the END-USER, shall provide the SUPPLIER with full information regarding the requirements of the PROJECT.
2. The OWNER, through the facilitation of the IMPLEMENTING AGENCY, shall ensure the availability, programming and allocation of funds for the payment of the services of the SUPPLIER.
3. The IMPLEMENTING AGENCY shall coordinate with the SUPPLIER, the END-USER and the OWNER in regard to the implementation.
4. The IMPLEMENTING AGENCY shall facilitate the proper implementation of the PROJECT, in coordination with the END-USER and the OWNER, in compliance with approved scope of work, implementation schedule, specifications and budget.

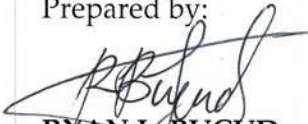
VI. FEES AND MODE OF PAYMENT

- a. The approved budget for the contract is **One Hundred Five Thousand Five Hundred Ninety Seven Pesos Only (Php 105,597.00)** for a period of fourteen (14) calendar days.
- b. The SERVICE PROVIDER/ CONTRACTOR shall be paid after providing a service report upon acceptance of the end user and CPDMO.
- c. The ABC is inclusive of all duties and taxes.

VII. TIME SCHEDULE

The SUPPLIER will commence upon signing and acceptance of the notice to proceed or work order and shall finish the project within fourteen (14) calendar days.

Prepared by:


RYAN L. BUCUD
Engineer II


RENATO B. REMORQUE
Engineer III

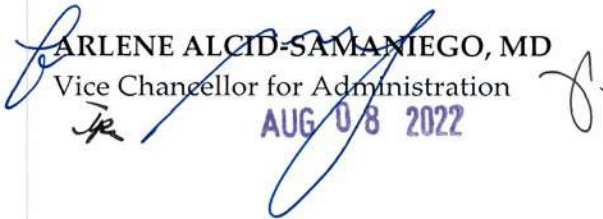
Certified Correct:

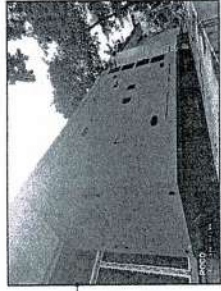

AR. ROSALIE G. FLORES-BERNARDO
Chief, CPDMO

Recommending Approval:

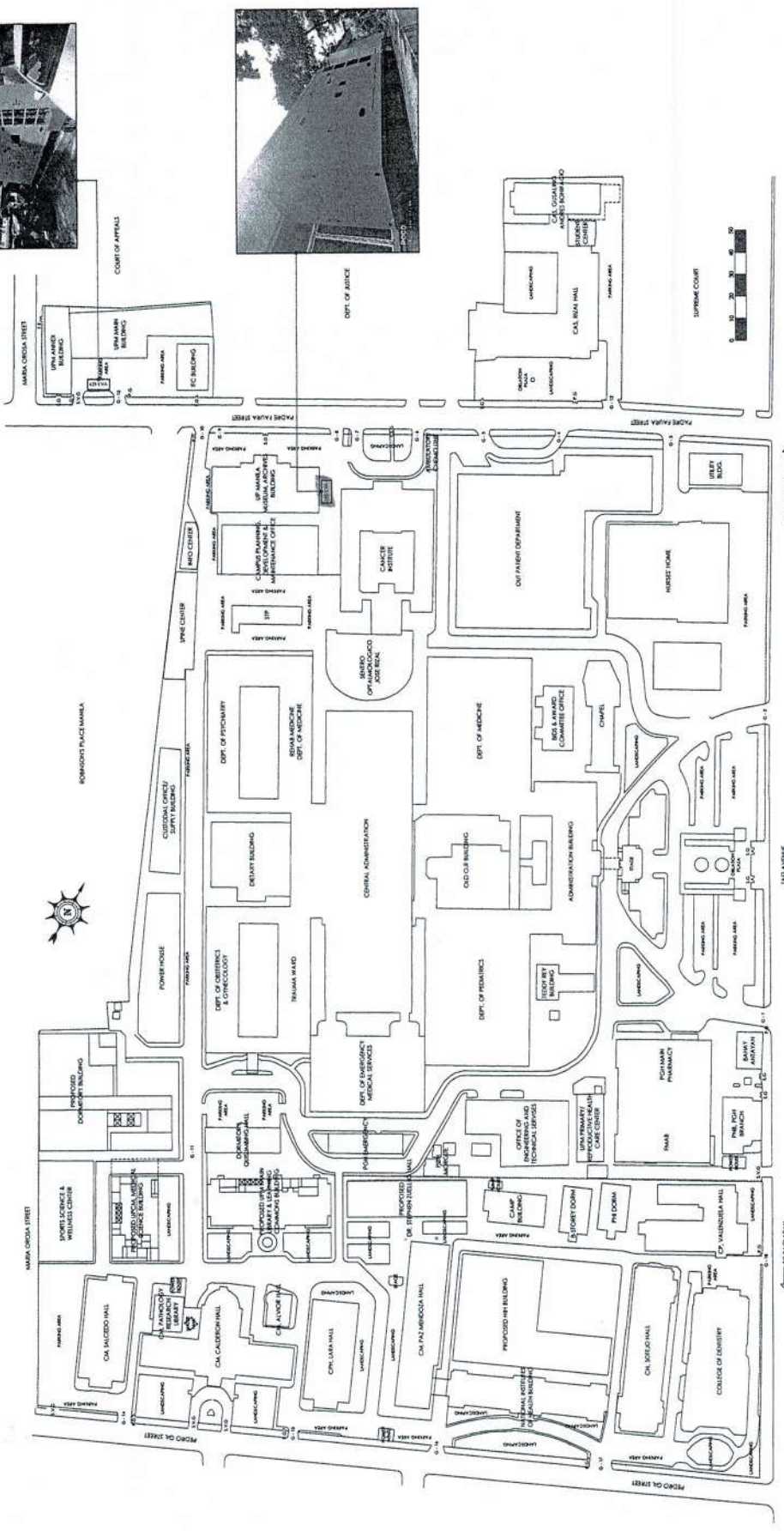

MICHAEL L. TEE, MD, MHPed, MBA
Vice Chancellor for Planning & Development

Approved by:



ARLENE ALCID-SAMANIEGO, MD
Vice Chancellor for Administration
JR AUG 08 2022



- 625 KVA
- 150 KVA



1 SITE DEVELOPMENT PLAN/GENSET LOCATION
E-1 SCALE: NIS

 <p>CPDMO CAMPUS PLANNING & DEVELOPMENT & MAINTENANCE OFFICE P. Four's Street, No. 232-2323 Tel. No. 232-2323 Fax. No. 232-2323</p>	<p>ENDORSED BY: AR. ROSALE G. TORRES-BERNARDO Chief of Office</p>	<p>PROJECT TITLE: PURCHASE OF DIESEL FOR THE STAND BY GENERATOR SET OF JOAQUIN GONZALES COMPOUND AND MUSEUM, U.P. - MANILA UNIVERSITY OF THE PHILIPPINES MANILA</p>	<p>RECOMMENDING APPROVAL:</p>	<p>APPROVED:</p>	<p>SHEET CONTENTS:</p>	<p>DATE ISSUED:</p>	<p>SHEET NO.: E-1</p>
	<p>PREPARED BY: <i>[Signature]</i> RENZO G. BARRERA</p>	<p>DATE COMPLETED:</p>	<p>REGION NO./DATE:</p>	<p>REF. NO.:</p>	<p>CHECKED:</p>	<p>TITLE/DATE:</p>	<p>1 OF 1</p>

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