



REPUBLIC OF THE PHILIPPINES
CALUMPIT WATER DISTRICT

Bids and Awards Committee
M. Serrano St., Corazon Calumpit, Bulacan
Tel No.: (044) 675-1453 / 913-0079
Email address: calumpitwd@yahoo.com

BAC RESOLUTION NO. 2022-075

Monthly Preventive Maintenance of CCTV Camera of 21 Pumping Stations for the Month of April to December 2022

WHEREAS, the Bids and Awards Committee is hereby instructed to act upon the CWD with Purchase Request No. 2022-03-018; **Monthly Preventive Maintenance of CCTV Camera of 21 Pumping Stations for the Month of April to December 2022;**

WHEREAS, the members of the BAC agreed to adopt Section 53.9, Article XVI of RA 9184, which states the use of Small Value Procurement, a method of procurement of Goods, Infrastructure and Consulting Services where the amount involved does not exceed the thresholds prescribed in Annex "H" of this IRR: Provided, That in case of Goods, the procurement does not fall under shopping in Section 52 of this IRR.(a)

The BAC shall prepare and send the RFQs/RFPs to at least three (3) suppliers, contractors or consultants of known qualifications. This, notwithstanding, those who responded through any of the required postings shall be allowed to participate. Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof.

NOW THEREFORE, We, the members of Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED;

1. To recommend the use of Small Value Procurement for Purchase Request No. 2022-03-018;.
2. To recommend for approval by the General Manager of the Calumpit Water District the foregoing findings;

RESOLVED, at the CWD Office, Corazon, Calumpit, Bulacan, this 11th day of March 2022.

EMELY E. ECHEVARRIA
BAC Chairman

ESPERANZA L. CORTEZ
BAC Vice Chairman

EDILBERTO P. SANTOS
BAC Member

RONALDO D.C. TANTOCO
BAC Member

BENIO S. TORRES
BAC Member

Engr. RONNIE B. LARGADO
General Manager, Head of the Procuring Entity

Approved on 03/11/22

JOB REQUEST

Entity Name: CALUMPIT WATER DISTRICT

Fund Cluster:

Office/Section : Enng'g & Operations Dept.		PR No.: <u>2022-03-018</u> Responsibility Center Code :			Date: March 8, 2022	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost	
	Mos.	Monthly Preventive Maintenance of CCTV Camera of 21 Pumping Stations for the month of April to December 2022	9	26,320.00	236,880.00	
		SCOPE OF WORKS				
		A) CAMERA				
		The main causes and obstruction can limit the view of the camera				
		- Check the field of view of the lens and adjust if necessary				
		- Check the lens and ensure that camera's are working (i.e. pan our and zoom)				
		- Keep the lens clean to prevent any build-up dust that could prohibit the device performance				
		- Clean any marks off the lens that will lead to eventual view obstruction				
		- Trim back any foliage that maybe obscuring view				
		- Check if firmly attached to the post or wall				
		- Checking supporting brackets, deterioration and damage				
		B) WIRING AND CABLE				
		Visual inspection of all major components of CCTV including connections and cabling for sign deterioration or damage				
		- Checking of wiring for any wear and tear or exposed wires				
		- Checking of loose wiring, connectors and cables				
		- Checking of clear trasmission of picture with no distoration				
		- Cables are properly dressed				
		- Checking of wires and cables & connectors are insulated from conduit and pull box				
		C) CONTROL EQUIPMENT				
		Check all the components of the CCTV such as monitor, switches and NVR are functioning sufficiently				
		- Checking the quality of the image of the monitor if clear and the brightness and contrast setting are adjusted				
		- Remove any grime and dust build-up in the monitor				
		- Checking all the control cable equipment (Damaged, Deteriorating or weak connection points)				

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		- Checking power connections				
		- Cleaning Data Cabinet				
		- Checking and cleaning all switches				
		D) ANTENNA AND POLE				
		Inspection of Tower and Antenna at least once a year				
		- Corrosion particularly susceptible locations including g or watery pull-offs, bonding straps, leg flanges, anchor arms and any tower metal that contact with soil or water				
		- Cracked or Shifted Concrete				
		- Corrosion, damage members, loose bolts, missing or damaged hardware, ladder and safety rail				
		- Loose or missing cables fasteners				
		- Cable loops and horizontal runs that are not fastened under tower members to avoid damage from heavy wind and rain				
		- Checking tightness of all antenna hardware.				
		- Examine hardware and associated components, if damage has been found replacement of hardware is necessary				
		- Retighten per appropriate installation instructions for the component/assembly				
		- Checking mounting hardware and mounting holes				
		- Cleaning/wipe down the antenna with a damp rag				
		- Checking calibration due date. Regular antenna calibration intervals is highly recommended to ensure repeatable and reliable data				
		- Measure the antennas return loss over its operating frequency band. Compare with results obtained on commissioning. Investigate if significant differences appear				
		- Measure antennas performance readings from a reference signal source				
		NOTE:				
		1. This work consists of the scheduled preventive maintenance and inspection of CCTV Cameras with their enclosure boxes, antenna and pole including the performance of minor repairs/adjustments on as-needed basis. Both bullet and dome type CCTV				

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Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		2. All work described herein shall be performed in all CCTV cameras, POE Switch Hub, Switch Hub and Antenna & Pole			
		3. The Contractor shall complete each of the steps listed in the f is being carried out. ollowing subsections, if applicable for the specific time and location at which the maintenance. The Contractor shall also complete and submit appropriate checklist. All deficiencies noted during inspection and any recommendations for repairs or component replacements shall be reported and approve by the client. Upon approval the contractor will set the schedule for the materials and works to be done at site.			
		4. Major repair such as re-cabling and re-paint are not included.			
		5. Replacement of major items such as NVR, Hard Drive, monitor IP Camera, Switch Hub or POE Switch Hub, POE injector are not included			
		Grand Total (Vat - Ex)			211,500.00
		12% VAT			25,380.00
		GRAND TOTAL (VAT-INC)			236,880.00
		TERMS AND CONDITIONS			
		Work Duration: 1 - 5 Working Days Monthly			
		Payment: Monthly			
		Validity: 30 Days			
Purpose: Monthly Preventive maintenance for CCTVs' in 21 Pumping Station. Included in Annual Procurement Plan 2022.					
Requested by:		Approved by:			
Signature :					
Printed Name :		EDILBERTO P. SANTOS		Engr. RONNIE B. LARGADO	
Designation :		Department Manager, EOD		General Manager	