

TERMS OF REFERENCE

DIAGNOSE , REPAIR AND REPLACEMENT OF SPARTS FOR 30 UNITS STHIL CHAINSAWS

Philippine Coconut Authority Region XIII greatly affected by Typhoon Odette last December 2021. In which approximately almost 2M coconut trees subject for debris management and clearing to protect the outbreak of Pest and diseases in the Provinces of Surigao del Norte and some parts of Agusan del Norte. With this scenario , PCA has provided 280 secondhand units STHIL chainsaw coming from different PCA-Regional Offices: Region VIII, Region XVI and Region XII which be in need of checkup and repairs for conditioning the said machines.

1. Project coverage

The scope of services covers Diagnose, Repair and Spare parts replacement of 30 units STHIL chainsaws.

2. Contract Period

The contract period shall be one (1) month and it's effectivity upon receipt of the Purchase Order/Contract

3. Approved Budget for the Contract

Fund for this engagement shall be sourced from the NDRRMC-CDMP for the Calendar Year 2022. The Approved Budget for this project is Php 600,00.00 inclusive of all applicable government taxes, other fees and charges.

4. Mode of Procurement

Alternative – Small Value Procurement as provided under Section 53.9, Rule XVI of the 2016 IRR of Republic Act (RA) No. 9184.

5. Eligibility of Contractor

a. The Contractor should have the necessary eligibility, experience and expertise in providing the STHIL Chainsaw Repair and Maintenance, to wit:

A. Eligibility Requirements:

1. PhilGEPS Registration Certificate/Number;
2. Mayor's/Business Permit (current and valid);
3. Income/Business Tax Return; and
4. Omnibus Sworn Statement (duly notarized).

Other Documents:

Certificate of Dealership (STHIL chainsaw)

B. Expertise Requirements:

Chainsaw Mechanics/technicians to be provided by the Contractor must be compliant with the following qualifications:

1. STHIL Accredited Service Center
2. Have at least two (2) years actual experience in conducting STHIL chainsaw preventive maintenance, troubleshooting and repair;
3. Readily available of STHIL chainsaw spare parts for replacement.

6. Scope of Work

- a. Diagnose 30 STHIL chainsaw as to the status and condition of the unit and determine the spare parts for replacement.
- b. Troubleshoot and repair 30 Units of STHIL Chainsaw to its fully functional and condition.
- c. Determine the total cost per unit of the chainsaw to be repaired and conditioned.

7. Term of Payment

Payment to the Contractor shall be made upon submission of billing statement, duly accomplished service and inspection report forms and other documentary requirements.

8. Warranty

The contractor shall have (1) month warranty on the unit and spare parts replaced.

9. Reservation Clause

The PCA reserves the right to accept or reject any quotation, to annul the procurement process, and to reject all quotations at any time without thereby incurring any liability to the affected supplier/s.