



National Center for Mental Health

NOTICE OF AWARD

May 29, 2023

ZAFIRE DISTRIBUTORS INC.

#49 Examiner St.

West Triangle, Quezon City

Tel. Nos.: (632) 925-0500 TO 01 / 411 0500 / 4110700

Fax No.: (632) 928-4293 / 411 8643

Email: www.zafire.com.ph

Sir / Madam:

Please be advised that an Alternative Methods of Procurement – Direct Contracting is used by the National Center for Mental Health – Bids and Awards Committee for Contract Services and Consultancy for the **PREVENTIVE MAINTENANCE AND CALIBRATION OF VARIOUS CLINICAL LABORATORY EQUIPMENT CY 2023** and is hereby **awarded** to your company the following:

ITEM / DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
<p>Quarterly Preventive Maintenance and Calibration of:</p> <p><i>Instrument:</i> SYSMEX URINE ANALYZER UF-500 <i>Serial No:</i> 23795</p> <p>SERVICE CONTRACT PROTOCOL Terms and Conditions of the service proposal:</p> <p>1. Duration and Effectivity Unless otherwise revoke be either party before the end of this agreement, the contract shall be fixed for a period of one (1) year.</p> <p>2. Regular Maintenance Services</p> <p>A. Regular Preventive Maintenance Check-up (Adjustment, repair and general cleaning) as required to maintain the operating efficiency of the instruments will be done on a <i>Quarterly Basis</i> for the duration of this agreement. The schedule of which will be as follows: <i>(PM schedule will start two (2) weeks after receiving of the purchase order)</i></p> <p>B. Emergency Service calls & Repair Assistance – NCMH is entitled to ten (10) on-site check-up & repair assistance free of labor charge</p>	1	Unit	<p>Rate/Qtr: P15,000.00 Qtr: X 4</p> <hr/> <p>Php60,000.00</p>	Php60,000.00

“There is no Health without Mental Health”



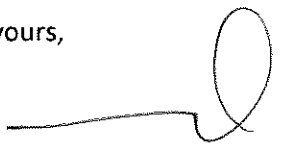
<p>and phone call troubleshooting assistance of the instrument for any machine related breakdown or concern within the contract period for the covered instrument. All spare parts shall be for the account of NCMH. Beyond the Emergency Services and charges clause stated below.</p> <p>C. Zafire Distributors shall guarantee a repair response time of 24 hours from the time the call has been made.</p> <p>D. NCMH is entitled to a 10% discount on all major spare parts.</p> <p>3. Package Cost: P 60,000.00 Service agreement cost includes:</p> <ul style="list-style-type: none"> • 4 (four) Preventive Maintenance per annum per machine • 10 (ten) On-site repair assistance per annum per machine • Unlimited troubleshooting phone support • Annual calibration (exclusive of UFII calibrator) <p>4. Terms of Payment: Service contract payment is payable within 30 days from the date of Zafire's invoice to NCMH.</p> <p>5. Special Service and Charges: Special services are those services rendered by Zafire's Technical Service Personnel to NCMH outside the scope enumerated in the contract.</p> <p>A. Special services shall be performed only by Zafire upon the formal request of NCMH and are subject to the following charges, payable within 30 days from Invoice date.</p> <table border="0" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;">Service Charge</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>Labor per eight (8) hours</td> <td>P 6,000.00</td> </tr> <tr> <td>*Any excess within working hours</td> <td>P 500.00</td> </tr> </tbody> </table> <p>6. Equipment Availability The customer agrees to make the equipment available for service maintenance at a time mutually agreeable to both parties</p> <p>7. Equipment Eligibility: It is understood that the equipment under this agreement is in good working condition on the date the agreement becomes effective. Zafire Distribution Inc. reserves the right to inspect any instrument equipment to be placed under the maintenance agreement plan to determine its opening conditions. (If ever, any spare parts necessary to restore the equipment to good working condition will be charged).</p> <p>8. Exclusion: The maintenance agreement does not include the following:</p>	Service Charge	Amount	Labor per eight (8) hours	P 6,000.00	*Any excess within working hours	P 500.00				
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<p>A) Electrical or environmental work external to the instrument.</p> <p>B) Consumable or expandable items required for the operation of the instrument.</p> <p>C) Labor, parts and expenses necessary to repair damages to or destruction of instrument resulting from:</p> <ol style="list-style-type: none"> 1. Customer failure to follow the correct operating procedures. 2. Fire, explosion of any kind, civil commotion, war or any act of God including but not limited to lightning, flood and earthquake. 3. Installation, repair and modifications made other than by Zafire Distributors Inc. 4. Contamination due to spillage. 5. Changes in power line specification. <p>D) Transfer of instrument outside the initial agreed location.</p> <p>E) Pull-out of the instrument for safekeeping.</p> <p>F) Connectivity to the Laboratory Information System.</p> <p>G) Those technical services rendered not related to the day-to-day operations of the instrument.</p> <p>9. Liability: Zafire Distributors Inc. disclaims any liability or responsibility to the customer or any person for consequential damages or loses of any kind, which may occur during use of instrument.</p> <p>Instrument: SYSMEX HEMATOLOGY ANALYZER XNL-550</p> <p>Serial No: 12057</p> <p style="text-align: center;"><u>SERVICE CONTRACT PROTOCOL</u></p> <p>Terms and Conditions of the service proposal:</p> <ol style="list-style-type: none"> 1. Duration and Effectivity Unless otherwise revoke be either party before the end of this agreement, the contract shall be fixed for a period of one (1) year. 2. Regular Maintenance Services <ol style="list-style-type: none"> A. Regular Preventive Maintenance Check-up (Adjustment, repair and general cleaning) as required to maintain the operating efficiency of the instruments will be done on a <i>Quarterly Basis</i> for the duration of this agreement. The schedule of which will be as follows: <i>(PM schedule will start two (2) weeks after receiving of the purchase order)</i> B. Emergency Service calls & Repair Assistance – NCMH is entitled to ten (10) on-site check-up & repair assistance free of labor charge 	1	Unit	Rate/Qtr: P15,000.00 Qtr: X 4 ----- Php60,000.00	Php60,000.00
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<p>and phone call troubleshooting assistance of the instrument for any machine related breakdown or concern within the contract period for the covered instrument. All spare parts shall be for the account of NCMH. Beyond the Emergency Services Calls, NCMH will be charged based on the Special services and charges clause stated below.</p> <p>C. Zafire Distributors shall guarantee a repair response time of 24 hours from the time the call has been made.</p> <p>D. NCMH is entitled to a 10% discount on all major spare parts.</p> <p>3. Package Cost: P 60,000.00 Service agreement cost includes:</p> <ul style="list-style-type: none"> • 4 (four) Preventive Maintenance per annum per machine • 10 (ten) On-site repair assistance per annum per machine • Unlimited troubleshooting phone support • Annual calibration (exclusive of XN calibrator) <p>4. Terms of Payment: Service contract payment is payable within 30 days from the date of Zafire's invoice to NCMH.</p> <p>5. Special Service and Charges: Special services are those services rendered by Zafire's Technical Service Personnel to NCMH outside the scope enumerated in the contract.</p> <p>A. Special services shall be performed only by Zafire upon the formal request of NCMH and are subject to the following charges, payable within 30 days from Invoice date.</p> <table border="0" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;">Service Charge</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>Labor per eight (8) hours</td> <td>P 6,000.00</td> </tr> <tr> <td>*Any excess within working hours</td> <td>P 500.00</td> </tr> </tbody> </table> <p>6. Equipment Availability The customer agrees to make the equipment available for service maintenance at a time mutually agreeable to both parties</p> <p>7. Equipment Eligibility: It is understood that the equipment under this agreement is in good working condition on the date the agreement becomes effective. Zafire Distribution Inc. reserves the right to inspect any instrument equipment to be placed under the maintenance agreement plan to determine its opening conditions. (If ever, any spare parts necessary to restore the equipment to good working condition will be charged).</p> <p>8. Exclusion: The maintenance agreement does not include the following:</p>	Service Charge	Amount	Labor per eight (8) hours	P 6,000.00	*Any excess within working hours	P 500.00				
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TOTAL AMOUNT:				Php120,000.00

Truly yours,

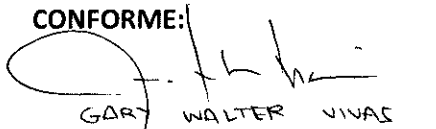


NOEL V. REYES, MD, FPPA, MMHoA

Medical Center Chief II

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CONFORME:



GARY WALTER VINAS
 Authorized Representative

Date and Time: 6/06/23 1:39 PM