



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
Elliptical Road, Diliman, Quezon City 1101 Philippines
Tel. Nos.: (02) 8928-4501 to 09 - Direct Line: (02) 8926-7631
Website: pca.gov.ph

November 27, 2023

REQUEST FOR QUOTATION

The Philippine Coconut Authority (PCA), through its General Services Division, will undertake a Small Value Procurement posted in PhilGEPS with DBM REF#10363654 for the "Laboratory Equipment Repair and Maintenance" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
Lot 1 – Calibration of one (1) unit Variable Autodilutor	Php. 10,000.00
Lot 2 – Calibration of two (6) units Thermohygrometer	Php. 10,200.00
Lot 3 – Service/Diagnostic of one (1) unit Horiba Laqua pH 1100 PH Meter	Php. 2,000.00
Lot 4 – Repair of one (1) unit Biobase Cooling Incubator	Php. 26,000.00
Lot 5 – Repair of one (1) unit Power Supply of Perkin Elmer Lambda 25	Php. 30,000.00
Lot 6 – Preventive Maintenance of one (1) unit CFX96 Real Time PCR IDE	Php. 47,250.00
Lot 7 – Preventive Maintenance of one (1) unit Flame Photometer Sherwood 425	Php. 24,864.00
Lot 8 – Calibration of one (1) unit Labswift Novasina Water Activity Meter	Php. 18,000.00
Lot 9 – Preventive Maintenance/Validation Testing of one (1) unit Perkin Elmer PinAAcle 900F	Php. 40,000.00

The prospective bidders shall submit the following in a sealed envelope together with the financial proposal.


- SEC or DTI Registration Certificate
- Mayor's Permit or Business Permit
- PhilGEPS Registration
- Prescribed Omnibus Sworn Statement (10 items)

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from November 25 to December 4, 2023, 1:00pm.

- Manual/physical submission in a sealed envelope at the General Services Division's office, 5th floor, PCA R&D Bldg., Diliman, Quezon City
- Via online or electronic submission at pcaqc@yahoo.com

Attached is the Terms of Reference as Annex "A".

For inquiries, you may contact us at telephone no. 8-928-4501 loc. 406/408 or email us at pcaqc@yahoo.com


EDSEL B. PABELLANO
Division Chief III, GSD

TERMS OF REFERENCE

PROJECT : PM, REPAIR, AND CALIBRATION OF LABORATORY EQUIPMENT
LOCATION : LABORATORY BLDG. PCA, ELLIPTICAL RD. DILIMAN, QUEZON CITY

Lot 1 – Calibration of one (1) unit Variable Autodilutor (Php. 10,000.00)

- Physical checkup of the units
- Functional test for proper operation with a known standard test of instruments
- Cleaning of external parts of instrument
- Issuance certificate of calibration
- This must be accomplished by an ISO/IEC 17025 accredited calibration laboratory

Lot 2 – Calibration of two (6) units Thermohygrometer (Php. 1,700.00 each)

- Physical checkup of the units
- Functional test for proper operation with a known standard test of instruments
- Cleaning of external parts of instrument
- Issuance certificate of calibration
- This must be accomplished by an ISO/IEC 17025 accredited calibration laboratory

Lot 3 – Service/Diagnostic of one (1) unit Horiba Laqua pH 1100 PH Meter (Php. 2,000.00)

- Inspect and check physical condition
- Inspect and check pH probe and temperature sensor
- Inspect cleaning of pH probe, refilling of pH probe
- Calibration of unit (pH 4.0, pH 7.0, pH 10.0)
- Testing of unit

Lot 4 – Repair of one (1) unit Biobase Cooling Incubator (php. 26,000.00)

- Repair/reprocessing of the refrigeration system
- Leak testing and repair of door gasket seal
- Alarm assessment
- Test-run/Functionality Test

Lot 5 – Repair of one (1) unit Power Supply of Perkin Elmer Lambda 25 (Php. 30,000.00)

- Troubleshooting, repair, delivery, and installation
- Replacement of defective parts
- Perform final inspection and testing
- Delivery and installation of repaired power supply
- Testing and validation of instrument

Lot 6 – Preventive Maintenance of one (1) unit CFX96 Real Time PCR IDE (Php. 47,250.00)

- Inspection and Cleaning
- System Checkout
- Instrument Service Test
- Documentation

Lot 7 – Preventive Maintenance of one (1) unit Flame Photometer Sherwood 425 (Php. 24,864.00)

- Calibration and standard solution
- Cleaning of the unit
- Checking and testing of gas and air pipeline
- Checking and testing of auto-sample gear alignment and functionality
- Standard test and calibration
- Checking and testing of serial printed functionality
- Documents: Sticker, Technical Service Report, OM Documents and Certificate

Lot 8 – Calibration of one (1) unit Labswift Novasina Water Activity Meter (Php. 18,000.00)

- Check function keys
- Verify unit measurement
- Perform unit PM
- Check sensor condition
- Check wiring condition
- Check black latch and hinges condition
- Check wirings and boards
- Replacement of filters
- Perform unit calibration using Sal-t standards

Lot 9 – Preventive Maintenance/Validation Testing of one (1) unit Perkin Elmer PinAAcle 900F (Php. 40,000.00)

- Cleaning of burning housing assembly
- Cleaning of sample introduction system
- Replace/clean air filter
- Cleaning and checking gas connections on burner assembly
- Cleaning of sample quartz window
- Optimization
- Validation Test

TOTAL ABC: Php. 208,314.00

OTHER TERMS AND CONDITIONS

1. The prospective bidders may bid for any lot or all of the lots mentioned above and shall submit the following in a sealed envelope.
 - a. SEC or DTI Registration Certificate
 - b. Mayor's Permit or Business Permit
 - c. PhilGEPS Registration
 - d. Prescribed Omnibus Sworn Statement (10 items)
2. Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from November 25, 2023 to December 4 2023, 1:00pm.
 - a. Manual/physical submission in a sealed envelope at the General Services Division's office, 5th floor, PCA R&D Bldg., Diliman, Quezon City
 - b. Via online or electronic submission at pcaqc@yahoo.com

3. The delivery period from the receipt of Purchase Order is 60 working days.

Conforme:

Bidder's Authorized Representative