



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

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#10207569 for the "Repair and Calibration of Laboratory Equipment" 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. 1,700.00 each)
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 – Service and repair of one (1) unit RO Cartridge of Millipore Elix Essential 3	(Php. 150,000.00)
Lot 7 – Preventive Maintenance and Calibration of one (1) unit Karl Fischer Titrator	(Php. 43,500.00)
Lot 8 – Karl Fischer Titrator Accessories	(Php. 33,712.00)
Lot 9 – Preventive Maintenance w/ Parts Replacement for Merck DQ3 Water Purification System	(Php. 225,000.00)
Lot 10 – 3/4HP Electric Motor with Blower Housing	(Php. 52,000.00)

The prospective bidders may bid for any lot or all of the lots mentioned above and shall submit the following in a sealed envelope.

- SEC or DTI Registration Certificate
- Mayor's Permit or Business Permit CY2023
- PhilGEPS Registration
- Current Income Tax Return duly received by BIR
- Prescribed Omnibus Sworn Statement (10 items)


Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from October 10 to 13, 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

Very Truly Yours,


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 – Service and repair of one (1) unit RO Cartridge of Millipore Elix Essential 3 (Php. 150,000.00)

- Replacement of RO Cartridge
- Service and repair of unit related to RO
- Test-run / Functionality Check

Lot 7 – Preventive Maintenance and Calibration of one (1) unit Karl Fischer Titrator (Php. 43,500.00)

- Titrator, Stand, Display Unit, Measuring Cell, Measuring Electrode
- Burette Calibration

Lot 8 – Karl Fischer Titrator Accessories (Php. 33,712.00)

- 5pcs Flat Seal, 4pcs Drying Tubes with Cover, 1 set O-ring for Screw Cap (4pcs)

Lot 9 – Preventive Maintenance w/ Parts Replacement for Merck DQ3 Water Purification System (Php. 225,000.00)

- Parts to be replaced:
 - Smartpak DQ3
 - Millipak Express 20 Filter
 - Vent Filter for Internal Reservoir
 - 185NM UV Lamp
 - Maintenance Kit SMT
 - 3-stage Pre-filter Cartridges

Lot 10 – 3/4HP Electric Motor with Blower Housing (Php. 52,000.00)

- Delivery and Installation

TOTAL ABC: 582,412.00

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. Current Income Tax Return duly received by BIR
 - e. 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 October 10 to 13, 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