



REQUEST FOR QUOTATION

RFQ No. and Date : LAB2022-05-107 / 05-11-2022

PR No. and Date : LAB2022-05-170 / 05-06-2022

The DENR - Environmental Management Bureau XI (DENR-EMBXI) Bids and Awards Committee (BAC), through its Laboratory Unit under Office of the Regional Director (ORD) will undertake a Small Value Procurement for the "External Calibration Services of Laboratory Equipment / Apparatuses" in accordance with Section 53.9 of the Implementing Rules and Regulation of the Republic Act No. 9184.

Name of Project : "External Calibration Services of Laboratory Equipment / Apparatuses"

Approved Budget of the Contract : **One Hundred Fifty Seven Thousand Pesos Only**
(Php. 157, 000.00)

Specifications : See the attached Annex "A" for specifications

Location : DENR - Environmental Management Bureau XI, 3rd Avenue corner V. Guzman St. Brgy. 27-C, Sta. Ana, Davao City

Delivery Term : Thirty (30) days upon receipt of Purchase Order

Interested suppliers are required to submit their valid and current Mayor's Permit, PhilGEPS Registration Number, Omnibus Sworn Statement, Bank Details and Price Quotation form (Annex "A") during submission of offer/quotation.

Contract shall be awarded to the lowest calculated responsive quotation submitted, and from which complied and/or have met the minimum description stated above, and with the other terms & conditions stated in the price quotation form.

The submission of quotation and eligibility documents will be on or before **17th** of **May** at the Procurement Unit, 3rd corner V. Guzman St., Brgy. 27-C, Sta. Ana, Davao City. Open submission may be submitted, manually or through email.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

For inquiry or for any other concerns, you may please contact us through Tel. No. (082) 234-0061, Mobile No. 09226522164, or via email embxiprocurement@emb.gov.ph / amabellecadorna@gmail.com

Very truly yours,


ANTHONY CESAR C. TAUNAN
Chief, Administrative Section

PRICE QUOTATION FORM

Date: _____

The Procurement Unit
 DENR - Environmental Management Bureau XI
 3rd Avenue corner V. Guzman St. Brgy. 27-C,
 Sta. Ana, Davao City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

DESCRIPTION	SPECIFICATIONS	QTY/ UNIT	UNIT PRICE	TOTAL PRICE
External Calibration Services of Laboratory Equipment / Apparatuses	Requirements: 1.) External calibration service provider must be an ISO 17025 certified calibration service provider with Scope of Accreditation covering equipment to be calibrated. Interested bidder must submit certified true copy of Certificate of Accreditation and Scope of Accreditation with the quotation. 2.) For equipment / apparatus not covered by the Scope of Accreditation, interested bidder must provide proof of traceability to a higher calibration body. 3.) All calibration works must be done ONSITE, unless there is a justifiable reason to perform them OFFSITE/IN-HOUSE. 4.) Calibration services must be delivered within the month of October 2022. Exact date to be agreed upon. 5.) Quotation is inclusive of meal, accommodation, transportation, courier, and COVID-19 related expenses. 6.) List of equipment/apparatuses for calibration attached. 7.) Certificate of Calibration must be issued in soft and hard copies. All equipment calibrated must be provided with labels.	1 lot		
*Inclusive of Delivery/Total (Inclusive of VAT)				

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/ Signature of Representative_____
Name of Company_____
Contact No.

TECHNICAL SPECIFICATIONS

Bidders /suppliers must state "Comply" in the column "statement of compliance" against each of the individual parameters of each SPECIFICATION. Please do not just place check in the bidder's "Statement of Compliance ".

Item	Technical Specifications	Bidder's Offer	Statement of Compliance
External Calibration Services of Laboratory Equipment / Apparatuses	<p>Requirements:</p> <ul style="list-style-type: none"> 8.) External calibration service provider must be an ISO 17025 certified calibration service provider with Scope of Accreditation covering equipment to be calibrated. Interested bidder must submit certified true copy of Certificate of Accreditation and Scope of Accreditation with the quotation. 9.) For equipment / apparatus not covered by the Scope of Accreditation, interested bidder must provide proof of traceability to a higher calibration body. 10.) All calibration works must be done ONSITE, unless there is a justifiable reason to perform them OFFSITE/IN-HOUSE. 11.) Calibration services must be delivered within the month of October 2022. Exact date to be agreed upon. 12.) Quotation is inclusive of meal, accommodation, transportation, courier, and COVID-19 related expenses. 13.) List of equipment/apparatuses for calibration attached. <ul style="list-style-type: none"> - Certificate of Calibration must be issued in soft and hard copies. All equipment calibrated must be provided with labels. 		

I hereby certify to comply with all the above Technical Specifications.

Name of supplier/Bidder

Signature over Printed Name of Representative

Date