



**DEPARTMENT OF ENERGY**  
 (Kagawaran ng Enerhiya)  
 Energy Center, Rizal Drive Bonifacio  
 Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-02-0101-2024-03-0150-0422-0044
Purchase Request No.:	02-0101-2024-03-0150

**REQUEST FOR QUOTATION**

<b>Title of Procurement/End-user</b>	<b>: Calibration of Laboratory Instrument/Accessories</b>
<b>Approved Budget for the Contract</b>	<b>: PhP 283,100.00</b>
<b>Mode of Procurement</b>	<b>: Small Value Procurement (AMP. 53.9)</b>
<b>Bidding Terms</b>	<b>: Per Item</b>
<b>Delivery Terms/Schedule</b>	<b>: 30 Days upon receipt of Purchase Order/ Job Order</b>
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

**SUBMISSION OF PROPOSALS/ QUOTATION and RELATED DOCUMENTS SHOULD BE COLLATED AND SUBMITTED IN A ONE (1) PDF FILE FORMAT**

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3<sup>rd</sup> Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: [bacsecretariat@doe.gov.ph](mailto:bacsecretariat@doe.gov.ph) not later than **25 April 2024, 4:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

<b>Terms of Reference/Specifications</b>				
	<b>Description/ Specification:</b>	<b>Quantity</b>	<b>Unit Price (PhP)</b>	<b>Total ABC (PhP)</b>
<b>1.</b>	<b>Calibration of the following</b>  <b>ANALYTICAL BALANCE</b>  TECHNICAL SPECIFICATIONS:  1. Balance capacity <ul style="list-style-type: none"> <li>• Adam 250g</li> <li>• Denver 250g</li> <li>• Shimadzu Aux 220g</li> <li>• Acculab 210g</li> <li>• Precisa 200g</li> <li>• Mettler 200g</li> <li>• Sartorius 200g</li> <li>• Aczet 200g</li> </ul> 2. Repeatability of reading 3. Departure from nominal value 4. Off-center loading <ul style="list-style-type: none"> <li>• Limit of performance</li> </ul>	<b>8 units</b>	<b>1,100.00</b>	<b>8,800.00</b>
<b>2.</b>	<b>TOP LOADING BALANCE</b>  TECHNICAL SPECIFICATIONS:  1. Balance capacity <ul style="list-style-type: none"> <li>• Adam – 75 kg</li> <li>• Kern - 30 kg</li> <li>• CHYO - 30 kg</li> </ul> 2. Repeatability of reading 3. Departure from nominal value 4. Off-center loading <ul style="list-style-type: none"> <li>• Limit of performance</li> </ul>	<b>3 units</b>	<b>1,100.00</b>	<b>3,300.00</b>

3.	<b>WATER BATH (1 SET POINT)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at 80 °C 2. Calibration must be performed at actual operating conditions 3. Elapsed time for temperature rise from different set points must be determined	3 units	1,100.00	3,300.00
4.	<b>WATER BATH (3 SET POINTS)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at the following set points: • 40 °C, 50 °C and 60 °C 2. Calibration must be performed at actual operating conditions 3. Elapsed time for temperature rise from different set points must be determined	3 units	2,100.00	6,300.00
5.	<b>CALORIMETER</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at 25°C 2. Calibration must be performed at actual operating conditions 3. Elapsed time for temperature rise from different set points must be determined	2 units	2,500.00	5,000.00
6.	<b>CENTRIFUGE</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at 1,680 revolutions per minute (rpm) at 60 °C 2. Calibration must be performed at actual operating conditions	1 unit	4,000.00	4,000.00
7.	<b>CHNS ANALYZER</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at the following settings: • CHN - 850°C, 950°C • S - 1,350°C (If no available probe: at highest temperature probe available in the industry is accepted) 2. Calibration must be performed at actual operating conditions 3. Elapsed time for temperature rise from different set points must be determined	1 unit	20,150.00	20,150.00
8.	<b>CONDUCTIVITY METER</b>  TECHNICAL SPECIFICATIONS:  1. Calibration of: • Conductivity probe • Conductivity sensor 2. Calibration at actual operating conditions	2 units	2,500.00	5,000.00

<b>9.</b>	<b>DRYING OVEN (1 SET POINT)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration of the following: <ul style="list-style-type: none"> <li>• 1 unit at 40 °C</li> <li>• 3 units at 110 °C</li> <li>• 1 unit at 105 °C</li> </ul> 2. Calibration must be performed at actual operating conditions 3. Elapsed time for temperature rise must be determined	<b>5 units</b>	<b>1,100.00</b>	<b>5,500.00</b>
<b>10.</b>	<b>DRYING OVEN (3 SET POINTS)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at 100 °C, 125 °C and 150 °C 2. Calibration must be performed at actual operating conditions 3. Elapsed time for temperature rise must be determined	<b>1 unit</b>	<b>2,100.00</b>	<b>2,100.00</b>
<b>11.</b>	<b>FLOW METER</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at 600 ml/sec 2. Calibration must be performed at actual operating conditions	<b>1 unit</b>	<b>8,500.00</b>	<b>8,500.00</b>
<b>12.</b>	<b>CARBOLITE AND PRUFER FURNACE</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at five (5) set points: 500°C, 750°C, 815°C, 900°C, 950°C 2. Elapsed time for temperature rise from different set points must be determined	<b>4 units</b>	<b>11,800.00</b>	<b>47,200.00</b>
<b>13.</b>	<b>NABERTHERM FURNACE</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at three (3) set points (650°C, 815°C, 950°C) 2. Elapsed time for temperature rise from different set points must be determined	<b>2 units</b>	<b>10,750.00</b>	<b>21,500.00</b>
<b>14.</b>	<b>DAIHAN FURNACE</b>  TECHNICAL SPECIFICATIONS:  1. Calibration at two (2) set points (525°C, 750°C) 2. Elapsed time for temperature rise from different set points must be determined	<b>1 unit</b>	<b>3,500.00</b>	<b>3,500.00</b>
<b>15.</b>	<b>HEATING BLOCK (1 SET POINT)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration of the following: <ul style="list-style-type: none"> <li>• 1 unit Rancimat at 110 °C</li> <li>• 1 unit Micro Carbon Residue Tester at 500 °C</li> </ul> 2. Elapsed time for temperature rise must be determined	<b>2 units</b>	<b>3,500.00</b>	<b>7,000.00</b>

16.	<p><b>HEATING BLOCK (2 SET POINTS)</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration of Existent Gum at 165 °C and 232 °C</li> <li>2. Elapsed time for temperature rise must be determined</li> </ol>	1 unit	3,500.00	3,500.00
17.	<p><b>HYDROMETER</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration of: <ul style="list-style-type: none"> <li>• CH-02 and CH-09 (0.7000, 0.7250, 0.7500)</li> <li>• CH-03 and CH-12 (0.8000, 0.8250, 0.8500)</li> <li>• CH-04 and CH-15 (0.8500, 0.8750, 0.9000)</li> <li>• CH-05 and CH-14 (0.9000, 0.9250, 0.9500)</li> <li>• CH-07, CH-10 and CH-11 (0.7500, 0.7750, 0.8000)</li> <li>• CH-08 (0.9500, 0.9750, 1.0000)</li> </ul> </li> <li>2. Calibration must be performed at actual ambient conditions</li> </ol>	12 pcs	1,800.00	21,600.00
18.	<p><b>pH METER</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration of: <ul style="list-style-type: none"> <li>• Probe</li> <li>• Sensor</li> </ul> </li> <li>2. Calibration at actual operating conditions</li> </ol>	3 units	2,300.00	6,900.00
19.	<p><b>PIPETTOR</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration of the following: <ul style="list-style-type: none"> <li>• 1 unit at 10-100 µL</li> <li>• 1 unit at 100-1000 µL</li> </ul> </li> <li>2. Calibration must be performed at actual ambient conditions</li> </ol>	2 units	1,000.00	2,000.00
20.	<p><b>RULER, STEEL</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration at 10 set points (1, 2, 3, 4, 5, 6, 7, 8, 9, 10 cm)</li> <li>2. Calibration must be performed at actual ambient conditions</li> </ol>	1 pc	1,200.00	1,200.00
21.	<p><b>STANDARD MASS</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration of: <ul style="list-style-type: none"> <li>• Troemner (1 g, 5 g, 10 g, 2-pc 20 g, 50 g, 100 g)</li> <li>• Stainless (1 g, 200 g)</li> </ul> </li> </ol>	9 pcs	650.00	5,850.00
22.	<p><b>TEMPERATURE SENSOR</b></p> <p>TECHNICAL SPECIFICATIONS:</p> <ol style="list-style-type: none"> <li>1. Calibration of each unit at 50°C and 110°C</li> <li>2. Calibration must be performed at actual operating conditions</li> <li>3. Elapsed time for temperature rise from different set points must be determined</li> </ol>	3 units	2,000.00	6,000.00

23.	<b>TEST RESISTOR</b>  TECHNICAL SPECIFICATIONS: 1. Calibration at conductivity of 10 kOhm 2. Calibration must be performed at actual ambient conditions	1 unit	3,500.00	3,500.00	
24.	<b>THERMOCOUPLE WITH THERMOMETER READOUT</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of Type K thermocouple with Fluke 725 thermometer readout (loop calibration) 2. Calibration at four (4) set points: 500°C, 750°C, 815°C, 900°C 3. Elapsed time for temperature rise from different set points must be determined	1 loop	5,000.00	5,000.00	
25.	<b>THERMOCOUPLE</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of Type K thermocouple at four (4) set points: • 500 °C, 750 °C, 815 °C, 900 °C 2. Elapsed time for temperature rise from different set points must be determined	1 pc	1,200.00	1,200.00	
26.	<b>THERMOMETER READOUT</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of Fluke thermometer readout 2. Calibration at four (4) set points: 500°C, 750°C, 815°C, 900°C	1 unit	3,000.00	3,000.00	
27.	<b>THERMOHYGROMETER</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of: • Temperature • Relative humidity 2. Calibration at actual operating conditions	11 units	950.00	10,450.00	
28.	<b>THERMOMETER, DIGITAL</b>  TECHNICAL SPECIFICATIONS: 1. Calibration at 5 set points (20, 40, 50, 60, 80 °C) 2. Calibration must be performed at actual ambient conditions	4 pcs	1,200.00	4,800.00	
29.	<b>LIQUID-IN-GLASS THERMOMETER WITH -20 °C</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of mercury-filled and alcohol-filled glass thermometer at 5 set points (please refer to table below): 2. Calibration must be performed at actual ambient conditions	4 pcs	3,000.00	12,000.00	
	Thermometer ID	Thermometer Type	Set Point	Length, mm	Immersion, mm
	CT-02	ASTM 6C	-20, -10, -5, 0, 10 °C	235	76
	CT-03	ASTM 6C	-20, -10, 0, 10, 20 °C	235	108
	CT-20	ASTM 6C	-20, -10, -5, 0, 10 °C	235	76
	CT-21	ASTM 6C	-20, -10, -5, 0, 10 °C	235	76

30.	<b>LIQUID-IN-GLASS THERMOMETER (4 SET POINTS)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration of mercury-filled glass thermometer at 4 set points (please refer to table below): 2. Calibration must be performed at actual ambient conditions	7 pcs	1,200.00	8,400.00																																													
	<table border="1"> <thead> <tr> <th data-bbox="298 494 526 540">Thermometer ID</th> <th data-bbox="526 494 792 540">Thermometer Type</th> <th data-bbox="792 494 1073 540">Set Point</th> <th data-bbox="1073 494 1243 540">Length, mm</th> <th data-bbox="1243 494 1468 540">Immersion, mm</th> </tr> </thead> <tbody> <tr> <td data-bbox="298 540 526 594">CT-01</td> <td data-bbox="526 540 792 594">ASTM 121C</td> <td data-bbox="792 540 1073 594">0, 99, 100, 101 °C</td> <td data-bbox="1073 540 1243 594">425</td> <td data-bbox="1243 540 1468 594">Total immersion</td> </tr> <tr> <td data-bbox="298 594 526 647">CT-11</td> <td data-bbox="526 594 792 647">ASTM 120C</td> <td data-bbox="792 594 1073 647">0, 39, 40, 41 °C</td> <td data-bbox="1073 594 1243 647">425</td> <td data-bbox="1243 594 1468 647">Total immersion</td> </tr> <tr> <td data-bbox="298 647 526 701">CT-12</td> <td data-bbox="526 647 792 701">ASTM 120C</td> <td data-bbox="792 647 1073 701">0, 39, 40, 41 °C</td> <td data-bbox="1073 647 1243 701">425</td> <td data-bbox="1243 647 1468 701">Total immersion</td> </tr> <tr> <td data-bbox="298 701 526 755">CT-14</td> <td data-bbox="526 701 792 755">ASTM 46C</td> <td data-bbox="792 701 1073 755">0, 49, 50, 51 °C</td> <td data-bbox="1073 701 1243 755">425</td> <td data-bbox="1243 701 1468 755">Total immersion</td> </tr> <tr> <td data-bbox="298 755 526 809">CT-16</td> <td data-bbox="526 755 792 809">ASTM 11C</td> <td data-bbox="792 755 1073 809">0, 99, 100, 101 °C</td> <td data-bbox="1073 755 1243 809">425</td> <td data-bbox="1243 755 1468 809">25 mm immersion</td> </tr> <tr> <td data-bbox="298 809 526 862">CT-17</td> <td data-bbox="526 809 792 862">ASTM 16C</td> <td data-bbox="792 809 1073 862">50, 100, 125, 150 °C</td> <td data-bbox="1073 809 1243 862">425</td> <td data-bbox="1243 809 1468 862">Total immersion</td> </tr> <tr> <td data-bbox="298 862 526 916">CT-18</td> <td data-bbox="526 862 792 916">ASTM 34C</td> <td data-bbox="792 862 1073 916">40, 50, 60, 100 °C</td> <td data-bbox="1073 862 1243 916">425</td> <td data-bbox="1243 862 1468 916">50 mm immersion</td> </tr> </tbody> </table>	Thermometer ID	Thermometer Type	Set Point	Length, mm	Immersion, mm	CT-01	ASTM 121C	0, 99, 100, 101 °C	425	Total immersion	CT-11	ASTM 120C	0, 39, 40, 41 °C	425	Total immersion	CT-12	ASTM 120C	0, 39, 40, 41 °C	425	Total immersion	CT-14	ASTM 46C	0, 49, 50, 51 °C	425	Total immersion	CT-16	ASTM 11C	0, 99, 100, 101 °C	425	25 mm immersion	CT-17	ASTM 16C	50, 100, 125, 150 °C	425	Total immersion	CT-18	ASTM 34C	40, 50, 60, 100 °C	425	50 mm immersion								
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CT-16	ASTM 11C	0, 99, 100, 101 °C	425	25 mm immersion																																													
CT-17	ASTM 16C	50, 100, 125, 150 °C	425	Total immersion																																													
CT-18	ASTM 34C	40, 50, 60, 100 °C	425	50 mm immersion																																													
31.	<b>LIQUID-IN-GLASS THERMOMETER (5 SET POINTS)</b>  TECHNICAL SPECIFICATIONS:  1. Calibration of mercury-filled glass thermometer at 5 set points (please refer to table below). 2. Calibration must be performed at actual ambient conditions.	8 pcs	1,200.00	9,600.00																																													
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32.	<b>TIMER/STOPWATCH 1 CHANNEL</b>  TECHNICAL SPECIFICATIONS: 1. Calibration at the following set points: <ul style="list-style-type: none"> <li>• 5', 7', 10', 20', 30', 60'</li> </ul>	1 unit	1,650.00	1,650.00																																													
33.	<b>TIMER/STOPWATCH 3 CHANNELS</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of 3 channels at the following set points: <ul style="list-style-type: none"> <li>• 5', 7', 10', 20', 30', 60'</li> </ul>	5 units	3,850.00	19,250.00																																													
34.	<b>TIMER/STOPWATCH 5 CHANNELS</b>  TECHNICAL SPECIFICATIONS: 1. Calibration of 5 channels at the following set points: <ul style="list-style-type: none"> <li>• 5', 7', 10', 20', 30', 60'</li> </ul>	1 unit	6,050.00	6,050.00																																													

## II. TERMS AND CONDITIONS:

1. Per item basis
2. Calibration facility must be ISO 17025:2017 accredited by the Philippine Accreditation Bureau. Calibration requirements must be within the scope of accreditation. If no accredited facility, calibration provider must be capable to conduct calibration of the required parameters with uncertainty of measurement.
3. Bid must include service/item not specified in the technical specifications but necessary to undertake the equipment calibration.
4. Calibration must be conducted on-site for items 1-10,12-16, 18, 22, 24 md 32-34.
5. Measurement uncertainty must be at least at 95 percent confidence level.
6. Calibration standards traceable to certified reference materials must be used.
7. Service/calibration report must be provided after performing calibration.
8. Certificate of Calibration shall be provided within 10 working days after actual calibration is completed.
9. For items 11, 17, 19. 20-21, 23 and 25-31, the contractor shall provide calibrated replacement for any damaged/broken item/s due to mishandling by the calibration facility.
10. Bid price should be inclusive of all costs/taxes, etc., attendant to the delivery of service.
11. One hundred percent (100%) payment will be processed only upon satisfactory completion of the calibration and issuance of certificate of acceptance from the end-user.
12. Delivery of Service: Job completion within thirty (30) calendar days upon receipt of Job Order.
13. The successful bidder shall conform to the service needed based on the TOR indicated herewith.
14. The successful bidder shall provide the following additional requirements:
  - PhilGEPS Registration
  - Updated Mayor's Permit
  - Omnibus Sworn Statement

### **General Conditions:**

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(If applicable)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
  - a) Mayor's / Business Permit
  - b) PhilGEPS Registration Number/Certificate
  - c) Income /Business Tax Return **(For ABCs above 500k)**
  - d) Omnibus sworn Statement (Annex C)
4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.
7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.

## Annex A - Department of Energy Suppliers Quotation Submission Form

Solicitation No. \_\_\_\_\_  
Purchase Request No. \_\_\_\_\_

Please quote your lowest price on the item/s under the specific Request for Quotation, subject to the terms, conditions and specifications as stated in the RFQ. Submit the quotation following the format below in a sealed envelope duly signed by your representative not later than the time and date as indicated in the RFO at the Procurement Management Division Office, 3<sup>rd</sup> Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City. LATE SUBMISSION WILL NOT BE ACCEPTED.

### Company Logo/Letterhead

Date :  
 Company Name :  
 Procurement Title :  
 Delivery Date/Delivery Terms : [No. of Days] calendar days upon receipt of Purchase Order  
 Delivery Location : Department of Energy Main Office, BGC Taguig City  
 Payment Terms : Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance

**Price Quotation:**

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

**General Conditions:**

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(If applicable)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
  - a) Mayor's / Business Permit
  - b) PhilGEPS Registration Number
  - c) Income / Business Tax Return
  - d) Omnibus sworn Statement (Annex C)
4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.
7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184, otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.

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

After having carefully read and accepted your Terms of Reference/Specification we are submitting our quotation/proposal on the items at prices indicated above.



**Name and Signature of Authorize Representative**

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**Company Name/Business name** that will be used in the Notice of Award and Purchase Order/Notice to Proceed

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**Tel. No. / Cellphone No./ email address**

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**Date**

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## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*