



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

RFQ No.	RFQ-02-0101-2022-06-0188-0708-0093
Purchase Request No.:	02-0101-2022-06-0188

REQUEST FOR QUOTATION

Title of Procurement/End-user	: PROCUREMENT OF CALIBRATION SERVICES FOR LATD RESISTANCE AND VOLTAGE STANDARDS
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Lot
Delivery Schedule	: The service provider shall finish the calibration within 60 calendar days from receipt of job 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.

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, 3rd 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 not later than **13 July 2022, Wednesday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications																										
Lot No.	Description/ Specification:	Total ABC																								
1.	<p>TERMS OF REFERENCE</p> <p>I. SCOPE OF WORK</p> <p>Calibration of the following equipment based on the given set points:</p> <table border="1"> <thead> <tr> <th>LATL Resistance and Voltage Standards</th> <th>Qty</th> <th>Unit</th> <th>Set Points</th> </tr> </thead> <tbody> <tr> <td>Resistance Standards IET SRL 100 MΩ</td> <td>1</td> <td>unit</td> <td>100 MΩ</td> </tr> <tr> <td>Resistance Standards Fluke 742A-1Ω</td> <td>1</td> <td>unit</td> <td>1 Ω</td> </tr> <tr> <td>Resistance Standards Fluke 742A-10kΩ</td> <td>1</td> <td>unit</td> <td>10 KΩ</td> </tr> <tr> <td>Resistance Box Guildline 7 Dial Resistor Box</td> <td>1</td> <td>unit</td> <td>0.01 Ω, 0.1 Ω, 1 Ω, 10 Ω, 100 Ω, 1 kΩ, 10 kΩ</td> </tr> <tr> <td>Voltage Reference Fluke 7001</td> <td>1</td> <td>unit</td> <td>1 and 10 Volts</td> </tr> </tbody> </table> <p>II. TERMS AND CONDITIONS:</p> <ol style="list-style-type: none"> The successful service provider must be accredited to ISO/IEC 17025. The service provider shall be responsible for the following: <ol style="list-style-type: none"> Calibration of all the items indicated in the table above. Provision of traceable certificate and calibration sticker on each item that were calibrated. 	LATL Resistance and Voltage Standards	Qty	Unit	Set Points	Resistance Standards IET SRL 100 MΩ	1	unit	100 MΩ	Resistance Standards Fluke 742A-1Ω	1	unit	1 Ω	Resistance Standards Fluke 742A-10kΩ	1	unit	10 KΩ	Resistance Box Guildline 7 Dial Resistor Box	1	unit	0.01 Ω, 0.1 Ω, 1 Ω, 10 Ω, 100 Ω, 1 kΩ, 10 kΩ	Voltage Reference Fluke 7001	1	unit	1 and 10 Volts	35,000.00
LATL Resistance and Voltage Standards	Qty	Unit	Set Points																							
Resistance Standards IET SRL 100 MΩ	1	unit	100 MΩ																							
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	<p>2.3 Equipment must be free from any defect upon return to DOE-LATL.</p> <ol style="list-style-type: none"> 3. The service provider shall finish the calibration within 60 calendar days from receipt of job order. 4. Price quoted shall be firm and irrevocable and not subject to any change whatsoever and shall be inclusive of all taxes and duties. 5. One hundred percent (100%) of the contract price will be paid by DOE upon the completion and acceptance of calibration works. 6. The successful service provider shall conform to the service needed based on the TOR indicated herewith. 7. The successful bidder shall provide the following additional requirements: <ul style="list-style-type: none"> • PhilGEPS Registration • Updated Mayor's Permit • Omnibus Sworn Statement 	
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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
 - 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.