



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

RFQ No.	RFQ-01-0101-2022-05-0161-0609-0077
Purchase Request No.:	01-0101-2022-05-0161

**REQUEST FOR QUOTATION**

<b>Title of Procurement/End-user</b>	<b>: SUPPLY AND DELIVERY OF LABORATORY SUPPLIES AND MATERIALS (PARTS AND CONSUMABLES)</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>: 120 Days upon receipt of Purchase 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.

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 **13 June 2022, Monday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
Item No.	Description/ Specification:			
1.	Quantity	Article	Approved Budget for the Contract	
			Unit Cost	Total Cost
	1 bot	Epoxy hardener (32oz/0.95L); mixture with low viscosity and low shrinkage; good hardness with fast cure time; less time in sample preparation; epoxy does not change its color in prepared thin sections; preferably Epokwik FC or equivalent	40,900.00	40,900.00
	1 bot	Epoxy Resin (128oz/3.8L); mixture with low viscosity and low shrinkage; good hardness with fast cure time; less time in sample preparation; epoxy does not change its color in prepared thin sections; preferably Epokwik FC or equivalent	73,700.00	73,700.00
	2 pk	4mL Clear Screw Vial with cap, center hole, Silicone/ PTFE, 100pcs/pack	6,500.00	13,000.00
	15 pc	Safety Label for Chemical and Waste Storage Area, Waterproof, Vinyl, Self Adhesive, 14" W X 10" H	2,000.00	30,000.00
	2 ctn	LDPE Pipet Transfer Grad, 7.5mL Large bulb Sterile 0.5 Grad. (500pcs/ctn)	2,000.00	4,000.00
	1 pc	Ralston SPOV Gas Sampling Pump	95,800.00	95,800.00
		- Nothing Follows -		
			Total	257,400.00
2.	<b>Terms and Conditions:</b> 1. Per item basis. 2. Reference materials must be traceable to national/international certified reference materials whenever possible.			

	<ol style="list-style-type: none"><li>3. Expiration of chemicals/solution/reference material must be at least two (2) years upon delivery.</li><li>4. Successful bidder must submit Safety Data Sheet (SDS) of each of the chemical/solution/reference material upon delivery of item/s.</li><li>5. Price quoted should be firm and irrevocable and not subject to any change whatsoever, even due to increase in cost and fluctuations in foreign exchange rates and excise duties.</li><li>6. Bid price must be in Philippine currency and must include all costs attendant to the delivery of the laboratory supplies and materials to GRFTL-DOE such as freight, brokerage, duties and taxes related to the purchase.</li><li>7. One hundred percent (100 %) of purchase price will be released within 30-45 days upon the issuance of certificate of acceptance of the end-user.</li><li>8. Delivery Terms: within 120 days upon receipt of purchase order.</li><li>9. The successful bidder shall provide the following additional requirements:<ol style="list-style-type: none"><li>a. Philgeps Registration</li><li>b. Updated Mayor's Permit</li><li>c. Omnibus Sworn Statement</li></ol></li></ol>
<p><b>General Conditions:</b></p> <ol style="list-style-type: none"><li>1. Quotation shall be valid for sixty (60) days from submission</li><li>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. <b>(If applicable)</b></li><li>3. The following documents shall be attached/included in the submission of proposal/quotation:<ol style="list-style-type: none"><li>a) Mayor's / Business Permit</li><li>b) PhilGEPS Registration Number/Certificate</li><li>c) Income /Business Tax Return</li><li>d) Omnibus sworn Statement (Annex C)</li></ol></li><li>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.</li><li>5. The Supplier shall clearly state the company name and account name for payment.</li><li>6. The price quoted is inclusive of all taxes and other charges.</li><li>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.</li></ol>	