



Republic of the Philippines
Department of Environment and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU
DENR Compound, Visayas Avenue, Diliman, Quezon City, 1116
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**SUPPLEMENTAL/BID BULLETIN
ADDENDUM/CLARIFICATION NO. 1**

This addendum No. 5316933-1/Bid Bulletin No.1 is issued to clarify/amend information in the Request for Quotation with RFQ NO. EMB-ERLSD-SHOPPING-GLASSWARE-18-04-0454 with PR No. 18-04-0454 dated April 12, 2018. This shall form an integral part of the bid documents.

Name of Project : **SUPPLY AND DELIVERY OF VARIOUS LABORATORY
GLASSWARE UNDER EMB-ERLSD-ELSS-INORGANICS
LABORATORY UNIT**

Date : April 26, 2018

This is to announcement is issued correcting the Request for Quotation Bid Submission deadline.

No.	Activity	Original Date	Revised Date
I	RFQ Bid Submission Deadline Correction	March 30, 2018	April 30, 2018

For guidance and information of all concerned.

(SGD)BENHUR V. MALANA
Chief, PGSS



REQUEST FOR QUOTATION (RFQ)

SUPPLY AND DELIVERY OF VARIOUS LABORATORY GLASSWARE
 UNDER EMB-ERLSD-ELSS-INORGANICS LABORATORY UNIT
 RFQ NO. EMB-ERLSD-SHOPPING-GLASSWARE-18-04-0454

- The Department of Environment and Natural Resources – Environmental Management Bureau (DENR-EMB) hereinafter referred to as the “Purchaser” now requests for submission of price quotations for the procurement of the aforesaid items described in the Technical Specifications/Scope of Works/Terms of Reference.

NO.	DESCRIPTION	QTY/UOM	ABC
1	Beakers, Glass, 150 mL, 48 pcs/case, (Low Form Borosilicate Glass, Standard Griffin Beakers w/ spout, 10mL Graduation Interval, Label Type: White Write-On)	1 case	10,325.00
2	Beakers, Glass, 250 mL, 24 pcs/case (Low Form Borosilicate Glass, Standard Griffin Beakers w/ spout, 25mL Graduation Interval, Label Type: White Write-On, with double graduated metric scale)	1 case	3,727.00
3	BOD bottles with Robotic stopper, 300mL, 24pcs/case (manufactured from Type 1 borosilicate glass, suitable for the five-day BOD test, numbered)	3 case	62,718.00
4	BOD bottles with Penny-Head stopper, 300mL, 24pcs/case (manufactured from Type 1 borosilicate glass, suitable for the five-day BOD test, numbered)	3 case	62,718.00
5	Measuring Pipette, 10 x 0.1 mL (Glass, Class A, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	12 pieces	12,000.00
6	Measuring Pipette, 5 x 0.1 mL (Glass, Class A, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	24 pieces	12,000.00
7	Measuring Pipette, 1 x 0.01 mL (Glass, Class A, Graduated Intervals: 0.01mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	24 pieces	12,000.00
8	Measuring Pipette, 25 x 0.1 mL (Glass, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	24 pieces	12,000.00
9	Measuring Pipette, 50 mL (Glass, Class A, Calibrated "to deliver" (TD) their total capacity without blow-out, 1,200.00White-Colored Markings)	12 pieces	12,000.00
10	Storage Bottle, Clear Glass with screw cap, 1000 mL (Round media storage bottle and reusable screw cap, Borosilicate glass, Wide Mouth or Narrow Mouth)	1 piece	1,200.00
11	Storage Bottle, Clear Glass with screw cap, 500 mL (Round media storage bottle and reusable screw cap, Borosilicate glass, Wide Mouth or Narrow Mouth)	1 piece	1,000.00
12	Volumetric Flask with polypropylene stopper, 250 mL (Borosilicate Glass, Clear, Calibrated "to contain", TC)	6 piece	12,000.00
13	Volumetric Flask with polypropylene stopper, 2 L (Borosilicate Glass, Clear, Calibrated "to contain", TC)	4 pieces	10,000.00
14	Volumetric Flask with polypropylene stopper, 1 L or 1000 mL (Borosilicate Glass, Clear, Calibrated "to contain", TC)	1 piece	7,000.00
15	Volumetric Flask with polypropylene stopper, 100 mL, 12pcs/case (Borosilicate Glass, Clear, Calibrated "to contain", TC)	1 case	20,000.00
16	Volumetric Flask with polypropylene stopper, 200 mL, 12pcs/cs (Borosilicate Glass, Clear, Calibrated "to contain", TC)	1 case	25,000.00
17	Watch Glass, Ribbed, 12 pcs/case (Borosilicate Glass, Clear, Outside Diameter: 75mm, Beaker cover, allow vapors to escape during boiling to eliminate pressure buildup, Meets EPA requirements for methods 3005, 3010, 3020)	3 case	15,000.00

18	Watch Glass, Unribbed, 12 pcs/case (Borosilicate Glass, Clear, Outside Diameter: 75mm, Beaker cover)	3 case	8,400.00
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2. A set of technical requirements are provided in Attachment/s. Item/s listed under the Purchaser's Terms of Reference/s must be complied with on a pass-fail basis. Failure to meet any one of the requirements may result in rejection of the quotation. The Approved Budget for this contract is **PhP299,988.00**
3. Bidding procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act 9184.
4. It is the intent of the Purchaser to evaluate the bid/quotation on a **per item or lot basis** whichever is advantageous to the government. Award will be made to the bid/quotation or combination of quotations resulting in the lowest evaluated quotation meeting the Purchaser's technical specifications.
5. Quotations must be delivered at the address below not later than of 05:00 p.m. of **April 30, 2018.**

Department of Environment and Natural Resources
Environmental Management Bureau
1st Floor, EMB Administrative Bldg., (formerly HRDS Bldg.),
DENR Compound, Visayas Avenue, Diliman, Quezon City

6. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site/s if the contract is awarded.
7. Bid/quotation submission maybe typewritten and must be placed in a sealed envelope marked SUPPLY AND DELIVERY OF VARIOUS LABORATORY GLASSWARE UNDER EMB-ERLSD-ELSS-INORGANICS LABORATORY UNIT (RFQ NO. EMB-ERLSD-SHOPPING-GLASSWARE-18-04-0454). The EMB-PGSS is **implementing a sealed envelope procedure of bid/proposal/quotation submission. Sealed bids must be forwarded to our Records Management Section for recording purposes and compliance to EMB Memorandum dated January 12, 2018. Late bids and proposals above the ABC shall be automatically disqualified.**
8. Bids/quotations shall be valid for sixty (60) calendar days from the deadline of submission of bids.
9. The delivery period shall be within Fifteen (15) calendar days from receipt of the Purchase Order (PO) and/or Job Order (JO). The supplier must inform the Purchaser at least three (3) days before the date of delivery. The delivery will be made only during working days and hours.
10. Delivery Sites: see delivery sites enumerated in the Quotation Form

Environmental Management Bureau
1st Floor, EMB Administrative Bldg., (formerly HRDS Bldg.),
DENR Compound, Visayas Avenue, Diliman, Quezon City
Attention: AFD-Property and General Services Section

11. The applicable rate for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the contract for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the contract amount, the Purchaser shall rescind the contract without prejudice to other courses of action and remedies open to it.
12. The Purchaser reserves the right to accept or reject any quotation, and to annul the bidding/shopping process or reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders. The Purchaser also reserves the right to waive minor

deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall functionality of the material and the capability of the supplier to perform the contract.

13. Participating service provider/s must abide by the existing health, safety, environment, quality and other related laws and procedures as prescribed by the Philippine Government.
14. The prospective bidder shall submit the following:
 - a) Quotation Form/Technical Specifications;
 - b) Mayor's/Business Permit;
 - c) PhilGEPS Registration number/Proof of PhilGEPS Registration
 - d) Income or Business Tax Returns
 - e) Omnibus Sworn Statement-original & notarized (*required/will be submitted upon receipt of PO/Contract*)

(SGD)BENHUR V. MALANA
Chief, PGSS-AFMD

Republic of the Philippines Department of Environment and Natural Resources TECHNICAL SPECIFICATIONS		
Item No. 1	Supply and Delivery of Various Laboratory Glassware	Quantity :
Country of Origin:		Brand/Model:
All items listed under the purchasers' specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements may result to rejection.		
	Purchaser's Specifications	Bidder's Specifications
1 case	Beakers, Glass, 150 mL, 48 pcs/case, (Low Form Borosilicate Glass, Standard Griffin Beakers w/ spout, 10mL Graduation Interval, Label Type: White Write-On)	
1 case	Beakers, Glass, 250 mL, 24 pcs/case (Low Form Borosilicate Glass, Standard Griffin Beakers w/ spout, 25mL Graduation Interval, Label Type: White Write-On, with double graduated metric scale)	
3 case	BOD bottles with Robotic stopper, 300mL, 24pcs/case (manufactured from Type 1 borosilicate glass, suitable for the five-day BOD test, numbered)	
3 case	BOD bottles with Penny-Head stopper, 300mL, 24pcs/case (manufactured from Type 1 borosilicate glass, suitable for the five-day BOD test, numbered)	
12 pieces	Measuring Pipette, 10 x 0.1 mL (Glass, Class A, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	
24 pieces	Measuring Pipette, 5 x 0.1 mL (Glass, Class A, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	
24 pieces	Measuring Pipette, 1 x 0.01 mL (Glass, Class A, Graduated Intervals: 0.01mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	
24 pieces	Measuring Pipette, 25 x 0.1 mL (Glass, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)	
12 pieces	Measuring Pipette, 50 mL (Glass, Class A, Calibrated "to deliver" (TD) their total capacity without blow-out, 1,200.00White-Colored Markings)	
1 piece	Storage Bottle, Clear Glass with screw cap, 1000 mL (Round media storage bottle and reusable screw cap, Borosilicate glass, Wide Mouth or Narrow Mouth)	
1 piece	Storage Bottle, Clear Glass with screw cap, 500 mL (Round media storage bottle and reusable screw cap, Borosilicate glass, Wide Mouth or Narrow Mouth)	
6 piece	Volumetric Flask with polypropylene stopper, 250 mL (Borosilicate Glass, Clear, Calibrated "to contain", TC)	
4 pieces	Volumetric Flask with polypropylene stopper, 2 L (Borosilicate Glass, Clear, Calibrated "to contain", TC)	
1 piece	Volumetric Flask with polypropylene stopper, 1 L or 1000 mL (Borosilicate Glass, Clear, Calibrated "to contain", TC)	

1 case	Volumetric Flask with polypropylene stopper, 100 mL, 12pcs/case (Borosilicate Glass, Clear, Calibrated "to contain", TC)	
1 case	Volumetric Flask with polypropylene stopper, 200 mL, 12pcs/cs (Borosilicate Glass, Clear, Calibrated "to contain", TC)	
3 case	Watch Glass, Ribbed, 12 pcs/case (Borosilicate Glass, Clear, Outside Diameter: 75mm, Beaker cover, allow vapors to escape during boiling to eliminate pressure buildup, Meets EPA requirements for methods 3005, 3010, 3020)	
3 case	Watch Glass, Unribbed, 12 pcs/case (Borosilicate Glass, Clear, Outside Diameter: 75mm, Beaker cover)	

Name of company : _____

Postal address : _____

Email address : _____

Telephone & Fax No. : _____

Signature over printed name : _____

Designation : _____

OTHER REQUIREMENTS

1. Quotation Submission Requirements

- Supplier must submit a duly accomplished and signed Price Quotation, and Supplier's line by line Technical Specifications compliance.
- Supplier's must accomplish/fill all required pages to facilitate documentation
- Supplier must be PhilGEPS registered.
- Business Permit/License Permit
- Failure to follow the above requirements may result to outright rejection of submitted quotation/s.

2. Evaluation and Awarding of Quotation

- The Purchaser will evaluate and compare the offers, which have been determined as responsive pursuant to the completeness of the purchaser requirements
- Compliance to the technical specifications
- Awards shall be made to the lowest evaluated and responsive quotation.
- Submission of requirements containing false information or falsified documents that contain false information or concealment of such information in order to influence the outcome of eligibility screening or any other stage of the procurement process may result to Blacklisting Guidelines as provided in the IRR of RA 9184.

3. Terms of Payment

- 100% of the contract price will be paid upon verification/inspection and acceptance of the services in compliance to existing government auditing and accounting procedures.

QUOTATION FORM

Date: _____

Attention: AFD-Property and General Services Section
 Environmental Management Bureau
 G/Floor, EMB Administrative Bldg., (formerly HRDS Bldg.),
 DENR Compound, Visayas Avenue, Diliman, Quezon City

- 1) Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned offer to supply and deliver the following:

NO.	Description	Delivery Site	Quantity/UOM	Unit Price	Total Price
1	Beakers, Glass, 150 mL, 48 pcs/case, (Low Form Borosilicate Glass, Standard Griffin Beakers w/ spout, 10mL Graduation Interval, Label Type: White Write-On)	G/F, AFMD Building, EMB, DENR Compound, Visayas Ave., Diliman, Q.C.	1 case		
2	Beakers, Glass, 250 mL, 24 pcs/case (Low Form Borosilicate Glass, Standard Griffin Beakers w/ spout, 25mL Graduation Interval, Label Type: White Write-On, with double graduated metric scale)		1 case		
3	BOD bottles with Robotic stopper, 300mL, 24pcs/case (manufactured from Type 1 borosilicate glass, suitable for the five-day BOD test, numbered)		3 case		
4	BOD bottles with Penny-Head stopper, 300mL, 24pcs/case (manufactured from Type 1 borosilicate glass, suitable for the five-day BOD test, numbered)		3 case		
6	Measuring Pipette, 10 x 0.1 mL (Glass, Class A, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)		12 pieces		
7	Measuring Pipette, 5 x 0.1 mL (Glass, Class A, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)		24 pieces		
8	Measuring Pipette, 1 x 0.01 mL (Glass, Class A, Graduated Intervals: 0.01mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)		24 pieces		
9	Measuring Pipette, 25 x 0.1 mL (Glass, Graduated Intervals: 0.1mL, Calibrated "to deliver" (TD) their total capacity without blow-out, White-Colored Markings)		24 pieces		
10	Measuring Pipette, 50 mL (Glass, Class A, Calibrated "to deliver" (TD) their total capacity without blow-out, 1,200.00White-Colored Markings)		12 pieces		
11	Storage Bottle, Clear Glass with screw cap, 1000 mL (Round media storage bottle and reusable screw cap, Borosilicate glass, Wide Mouth or Narrow Mouth)		1 piece		

12	Storage Bottle, Clear Glass with screw cap, 500 mL (Round media storage bottle and reusable screw cap, Borosilicate glass, Wide Mouth or Narrow Mouth)		1 piece		
13	Volumetric Flask with polypropylene stopper, 250 mL (Borosilicate Glass, Clear, Calibrated "to contain", TC)		6 piece		
14	Volumetric Flask with polypropylene stopper, 2 L (Borosilicate Glass, Clear, Calibrated "to contain", TC)		4 pieces		
15	Volumetric Flask with polypropylene stopper, 1 L or 1000 mL (Borosilicate Glass, Clear, Calibrated "to contain", TC)		1 piece		
16	Volumetric Flask with polypropylene stopper, 100 mL, 12pcs/case (Borosilicate Glass, Clear, Calibrated "to contain", TC)		1 case		
17	Volumetric Flask with polypropylene stopper, 200 mL, 12pcs/cs (Borosilicate Glass, Clear, Calibrated "to contain", TC)		1 case		
18	Watch Glass, Ribbed, 12 pcs/case (Borosilicate Glass, Clear, Outside Diameter: 75mm, Beaker cover, allow vapors to escape during boiling to eliminate pressure buildup, Meets EPA requirements for methods 3005, 3010, 3020)		3 case		
	Watch Glass, Unribbed, 12 pcs/case (Borosilicate Glass, Clear, Outside Diameter: 75mm, Beaker cover)		3 case		

- 2) We undertake, if our Quotation or bid is accepted, to deliver the above goods within the Thirty (30)-day delivery period from receipt Purchase Order (PO) or Job Order (JO).
- 3) We agree to abide by this Quotation/bid for a period of sixty (60) days after the deadline of submission specified in the RFQ.
- 4) We understand that payment for items delivered will be made to the winning supplier after the inspection and acceptance of goods delivered.

Name of company : _____

Postal address : _____

Email address : _____

Telephone & Fax No. : _____

Signature over printed name : _____

Designation : _____

Omnibus Sworn Statement

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;

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 following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____