



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9238348  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** 2nd Posting Procurement of Services for the Calibration of MS6300 Multi-Functions Environment Tester and MS6404 Laser Distance Meter (40m)

#### Area of Delivery

<b>Solicitation Number:</b>	2022-11-0267 (2nd Posting)	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods - General Support Services	<b>Document Request List</b>	0
<b>Category:</b>	Services	<b>Date Published</b>	16/11/2022
<b>Approved Budget for the Contract:</b>	PHP 295,061.00	<b>Last Updated / Time</b>	16/11/2022 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	21/11/2022 09:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat AVenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  taromanes@tourism.gov.ph		

#### Description

TERMS OF REFERENCE  
(Calibration Services)

I. Project: Procurement of Calibration Services for MS6300 Multi-Functions Environment Tester and MS6404 Laser Distance Meter (40m)

II. Project Description: The project will entail the service of the winning bidder for the procurement of service for calibration of gadgets used for monitoring and inspections of DOT-accredited Tourism Enterprises.

III. Effectivity: October to December 2022

IV. Minimum Requirements for Bidders

1. Bidders must be PhilGEPS registered.
2. Must be willing to provide product warranty/return and exchange of defective items.
3. Calibration facility must be accredited by DTI-PAB
4. Must be willing to provide services on a send-bill arrangement.

V. Scope of Work/Deliverables

The services required by the DOT End-user:

1. Uncertainty of measurement must be at least at 95 percent confidence level. Calibration standards traceable to certified reference materials must be used.

2. The next due calibration date will also be written on the label.
3. The duration of the calibration and delivery period shall be within Thirty (30) calendar days from receipt of the Purchase Order (PO).
4. Has the capability to deliver the calibrated gadgets to the DOT Makati Office.

a. Calibration of 38 PCS. MS6300 Multi-Functions Environment Tester - this meter is Digital Multifunction Environment Meter which combined the function of Sound Level, Luminometer, Relative Humidity Meter, Temperature Meter, and Anemometer.

b. Calibration of 38 PCS. MS6404 Distance Meter (40m) - This is employed laser technology to measure distance, area, and volume accurately, quickly and conveniently. It has a wide measuring range 40m and particularly high accuracy  $\pm 2.0\text{mm}$ . In addition, the meter has kinds of pre-designed measuring mode to get the unilateral distance of triangle by ways of the Pythagorean proposition. It also has Add and Subtracts Measurement function.

TWO HUNDRED NINETY-FIVE THOUSAND AND SIXTY-ONE PESOS ONLY  
(P 295,061.00)

inclusive of VAT and other taxes

Chargeable to SMED 2022 Work Program

VI. Delivery Period:

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.

VII. Terms of payment:

Full payment shall be processed after delivery and acceptance of the calibrated gadgets and upon receipt of billing statement based on the Government Payment Procedures.

VIII. Compliance to Specifications/Provisions:

- The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and design/concepts as approved by the DOT-END USER and that any and all resulting defects or deviations shall be corrected by the WINNING BIDDER at its own expense immediately upon being informed thereof by the DOT-END USER.
- The WINNING BIDDER shall issue a certificate of calibration for each successful calibration. The calibration certificate will contain at least the following:

i. Unique certificate number

ii. The name and address of the client

iii. A description of and unambiguous identification of the item(s) calibrated

iv. Reference to the procedures used

v. Description and unique identification of the reference standards used in the calibration

vi. The calibration results (before and after adjustment, where relevant)

vii. Signature of the person who has undertaken the calibration and the person authorizing the certificate.

viii. Date of calibration and date of issue of the certificate

ix. The measurement uncertainty associated with the calibration results

- The WINNING BIDDER shall keep in confidence all confidential information provided by the end-user and shall not use, reproduce, nor disclose to others except to those persons entrusted/authorized by the DOT-END USER.

IX. Prepared by:

Project Officers/Contact Persons

Cecilio V. Cruz/Rei Ann S. Razon  
Standards Monitoring and Enforcement Division  
Office of Tourism Standards and Regulation  
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Contact no.: 459-5200 loc. 216

Approved by:

VIRGILIO M. MAGUIGAD, EnP  
Director  
Office of Tourism Standards and Regulation

**Other Information**

NOTE: The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

**REQUIRED VALID DOCUMENTS TO BE SUBMITTED:**

- 1.Current Mayor's/business Permit/BIR cert. of Registration (Individual)
- 2.PhilGEPs' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPs' registration number.
- 3.Latest annual Income Tax Return (for ABC's above PhP500K)
- 4.Original or certified true copy of duly notarized Omnibus Sworn Statement.
5. Must be DOT-accredited tour operator.

**Created by** TERESITA A. ROMANES

**Date Created** 15/11/2022

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