



**PHILIPPINE NATIONAL OIL COMP.**  
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## REQUEST FOR QUOTATION / PROPOSAL

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

**Project Title** : Environmental Monitoring for 2022  
**Reference No.** : 2022-EPA-017  
**ABC** : PhP938,206.00\  
**Submission Deadline** : November 22, 2021 (10:00 AM)

Accomplished **Price Quotation/Proposal and Compliance Forms** may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to [procurement@pnoc.com.ph](mailto:procurement@pnoc.com.ph) and [rgvergara@pnoc.com.ph](mailto:rgvergara@pnoc.com.ph) no later than the submission deadline together with the following documentary requirements and information:

- Mayor's / Business Permit / BIR Certificate of Registration (for individual consultant)
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet
- Latest Income / Business Tax Returns
- Notarized Omnibus Sworn Statement - Annex "A" (Non-notarized copy may be submitted prior to submission deadline, but the notarized one shall be submitted after the award or before the payment)

Additional Requirement:

- Site Inspection Certificate (for new contractor)

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company. This is part of the Early Procurement Activities of PNOC through the 2022 National Expenditure Program.

Thank you.

*Evangelina B. Albaytar* 11.11.21  
**EVANGELINE B. ALBAYTAR**  
Chairperson  
Bids and Awards Committee  
*[Signature]*

# PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

## TERMS OF REFERENCE

### I. GENERAL INFORMATION

**Project Title:** ENVIRONMENTAL MONITORING FOR 2022

1. Air Quality and Noise Level Monitoring
2. Raw Water Quality Monitoring
3. Effluent and Marine Water Monitoring

**Project Location:** PNOG Industrial Park  
Brgy. Batangas Dos, Mariveles, Bataan  
*Refer to the attached sampling stations and coordinates.*

**Project Duration:** February to December 2022

#### Proposed Sampling Schedules for 2022

QUARTER	Wastewater Sampling	Raw and Marine Water Sampling	Air Sampling and Noise Level Monitoring
1 <sup>st</sup> Quarter 2022	February 22 (Tues)	February 22 (Tues)	February 23 (Wed)
2 <sup>nd</sup> Quarter 2022	May 17 (Tue)	May 17 (Tue)	May 18 (Wed)
3 <sup>rd</sup> Quarter 2022	August 17 (Wed)	August 17 (Wed)	August 18 (Thu)
4 <sup>th</sup> Quarter 2022	November 15 (Tue)	November 15 (Tue)	November 16 (Wed)

*Note: Above are sampling schedule proposals only. In case of changes in schedule, it shall be requested to and approved by the Project Proponent.*

#### **Project Justification:**

PNOG, as the key holder of the Programmatic Environmental Compliance Certificate (PECC) of the PNOG Industrial Park, covering all of its locators, has the continuing need to ensure that environmental pollutants emitted/generated by Park's locators shall not exceed the specified standards set by the Department of Environment and Natural Resources (DENR) in compliance to the established environmental laws and to the maximum allowable loads stipulated in the PECC.

### II. QUALIFICATIONS

Contractors/Bidders must:

1. Be a DENR accredited/recognized laboratory to test all the regulated parameters tabulated on the submitted Terms of Reference (TOR). Bidder shall submit to PNOG a copy of the valid accreditation/certificate;
2. Provide Certificate of Calibrations of all their equipment/apparatuses to be used in sample testing;

3. Permit the PNOC personnel to inspect and audit the contractor’s laboratory as well as its records and accounts relating to the contractor’s performance;
4. Agree to the conditions covering all the scope of works as stated.

**III. SCOPE OF WORKS**

**A. Quarterly Air Quality and Noise Level Monitoring**

1. On-site sampling and laboratory analysis of the following:

Parameter	No. of Samples per Quarter
1. Sulfur Dioxide (SO <sub>2</sub> )	4
2. Nitrogen Dioxide (NO <sub>2</sub> )	4
3. Particulate Matter 10 microns (PM <sub>10</sub> )	4
4. Total Suspended Particulate (TSP)	4
5. Pb	4

2. Laboratory technical personnel shall conduct the air sampling activity and the collection of air samples at designated and/or identified sampling stations. Sampling points and regulated parameters may vary when the Park has new locators and/or as assessed and approved by the DENR.
3. The laboratory shall provide the absorbing solutions, 10 ml per sample before the scheduled sampling. The 10-ml absorbing solutions shall be placed in individual clean and closed vials. Thus, the laboratory shall prepare a total number of 10 vials (4x10ml solutions for NO<sub>2</sub> and 4x10ml solutions for SO<sub>2</sub>). Note: Additional vials will be for blank samples.
4. The laboratory shall provide and prepare the 8” X 10” glass fiber filter papers for the TSP, Pb and PM<sub>10</sub> parameters. The preparation includes oven drying, desiccating for 24 hours and taking the initial weights of each filter papers.
5. The laboratory shall reflect in laboratory results/report the allowable limit (DENR Air Quality Standards for TSP, PM<sub>10</sub>, SO<sub>2</sub>, Pb and NO<sub>2</sub>) i.e. results vs. DENR Standards. Sampling activity must be photo documented and must be included in the report.
6. Include in the ambient air sampling conduct of sound level monitoring (noise level monitoring) at the designated sampling stations.
7. Laboratory shall cover all associated cost in the conduct of the activity.
8. In case of complaints on the contractors’ performance and sampling result, the contractor must be willing to conduct verification/confirmatory test for the parameters/sampling procedures being questioned with no additional or extra charge.
9. Duly signed laboratory results must be STRICTLY provided to PNOC 7-15 calendar days after the sampling activity. A penalty of PhP 1,000 will be charged to the contractor per day of delay.

**B. Quarterly Raw Water Quality Monitoring**

1. Laboratory analysis of five (5) raw water deep wells with the following parameters:

a. Chloride	b. Iron	c. Bicarbonate as CaCO <sub>3</sub>
d. Color	e. Manganese	f. Calcium
g. Fecal Coliform	h. Potassium	i. Magnesium
j. Nitrate as NO <sub>3</sub> -N	k. Sodium	l. Sulfate
m. pH (range)	n. Turbidity	o. Silica
p. Phosphate	q. Specific Conductivity	r. Total Hardness
s. TSS	t. TDS	u. Oil and Grease (2 <sup>nd</sup> and 4 <sup>th</sup> quarter only)

- Laboratory shall provide sampling bottles and take samples within PNOG Industrial Park (with PNOG personnel assistance);
- Test Results must be reported versus the allowable limit of the DENR for raw water and Philippine National Standards for Drinking Water and must be duly signed by authorized personnel. Sampling activity must be photo documented and must be included in the report;
- Laboratory shall cover all associated cost in the conduct of sampling;
- In case of complaints on the contractors' performance and sampling result, the contractor must be willing to conduct verification/confirmatory test for the parameters/sampling procedures being questioned with no additional or extra charge;
- Duly signed laboratory results must be STRICTLY provided to PNOG 7-15 calendar days after the sampling activity. A penalty of PhP 1,000 will be charged to the contractor per day of delay.

**C. Quarterly Effluent and Marine Water Monitoring**

- Laboratory analysis for the following shall be conducted:

EFFLUENT				MARINE
E1 PP Outfall	E2 PPII (PVC) Outfall	E3 NPCA (PE) Outfall	E5 Orica (Explosives) Outfall	Marine Water (SB) - 6 stations
Ammonia (NH <sub>3</sub> )	Ammonia (NH <sub>3</sub> )	Ammonia (NH <sub>3</sub> )	Arsenic (As)	BOD
Arsenic (As)	Arsenic (As)	Arsenic (As)	BOD	Arsenic
Benzene (C <sub>6</sub> H <sub>6</sub> )	Benzene (C <sub>6</sub> H <sub>6</sub> )	Benzene (C <sub>6</sub> H <sub>6</sub> )	Cadmium (Cd)	Cadmium
Benzo(a)pyrene (C <sub>20</sub> H <sub>12</sub> )	Benzo(a)pyrene (C <sub>20</sub> H <sub>12</sub> )	Benzo(a)pyrene (C <sub>20</sub> H <sub>12</sub> )	COD	Chloride
BOD	BOD	BOD	Color	Color
Cadmium (Cd)	Cadmium (Cd)	Cadmium (Cd)	Dissolved Oxygen	Dissolved Oxygen
Chromium (Cr <sup>+6</sup> )	Chromium (Cr <sup>+6</sup> )	Chromium (Cr <sup>+6</sup> )	Hexavalent Chromium (Cr <sup>+6</sup> )	Fecal Coliform
COD	COD	COD	Lead (Pb)	Hexavalent Chromium

EFFLUENT				MARINE
Color	Color	Color	Mercury (Hg)	Lead
Cyanide (CN <sup>-</sup> )	Cyanide (CN <sup>-</sup> )	Cyanide (CN <sup>-</sup> )	Nitrate	Mercury
Dissolved Oxygen	Dissolved Oxygen	Dissolved Oxygen	Oil and Grease	Nitrate as NO <sub>3</sub> -N
Ethylbenzene (C <sub>8</sub> H <sub>10</sub> )	Ethylbenzene (C <sub>8</sub> H <sub>10</sub> )	Ethylbenzene (C <sub>8</sub> H <sub>10</sub> )	pH	Oil and Grease
Lead (Pb)	Lead (Pb)	Lead (Pb)	Phosphate	pH
Mercury (Hg)	Mercury (Hg)	Mercury (Hg)	Sulfate	Phenol & Phenol Substances
Nitrate as NO <sub>3</sub> -N	Nitrate as NO <sub>3</sub> -N	Nitrate as NO <sub>3</sub> -N	Surfactants	Phosphate
Oil and Grease	Oil and Grease	Oil and Grease	Temperature	Temperature
pH	pH	pH	TSS	TSS
Phenol & Phenol Substances	Phenol & Phenol Substances	Phenol & Phenol Substances	Phenol & Phenol Substances	COD
Phosphate	Phosphate	Phosphate	Fecal Coliform	
Sulfate	Sulfate	Sulfate		
Temperature	Temperature	Temperature		
Toluene (C <sub>7</sub> H <sub>8</sub> )	Toluene (C <sub>7</sub> H <sub>8</sub> )	Toluene (C <sub>7</sub> H <sub>8</sub> )		
TSS	TSS	TSS		
Xylene (C <sub>8</sub> H <sub>10</sub> )	Xylene (C <sub>8</sub> H <sub>10</sub> )	Xylene (C <sub>8</sub> H <sub>10</sub> )		
Zinc (Zn)	Zinc (Zn)	Zinc (Zn)		
Fecal Coliform	Fecal Coliform	Fecal Coliform		
		Surfactant (MBAS)		

2. Samples will be taken from ten (10) sampling stations: four (4) of which are effluent outfalls and six (6) marine sampling points monitored quarterly. Sampling points and regulated parameters may vary when the Park has new locators and/or as assessed and approved by the DENR.
3. The laboratory shall provide the sterilized bottles for BOD<sub>5</sub> and wide-mouth glass bottles with foil as top cover for Oil and Grease on the scheduled day of the sampling;
4. Laboratory shall reflect in the tabulated results of laboratory analysis the DAO 34 & 35 Water Quality Standard and DAO 2016-08 Water Quality Guidelines and General Effluent Standards of 2016 for Class SB (i.e. results and test methods). Sampling activity must be photo documented and must be included in the report;
5. Rental of motorized banca during marine sampling will be charged to the contractor;
6. Laboratory shall cover all associated cost in the conduct of sampling;
7. In case of complaints on the contractors' performance and sampling result, the contractor must be willing to conduct verification/confirmatory test for the parameters/sampling procedures being questioned with no additional or extra charge;

8. Duly signed laboratory results must be STRICTLY provided to PNOC 7-15 working days after the sampling activity. A penalty of Php 1,000 will be charged to the contractor per day of delay.

**Note:**

- New Contractors/Bidders are required to conduct site inspection in PNOC Industrial Park including all sampling points for air and water quality monitoring prior to the submission of final quotation.
- For winning bidders (new), a process/methods presentation (including sampling analysis and calculations) or a scheduled laboratory visit of PNOC Personnel must be conducted prior to the execution of the project.
- Winning Bidders are required to accomplish PNOC Industrial Park’s Main Permit to Work and Raw Data Forms on the day of sampling.
- Winning Bidder will undergo PNOC IMS- Safety Orientation and must abide with the policies of the Industrial Park including but not limited to the compliance to permitting requirements. They shall provide their employees with complete Personal Protective Equipment (PPE)
- Only actual number of samples collected and analyzed will be charged to PNOC.

Item Description	Rate for 1 <sup>st</sup> Quarter	Rate for 2 <sup>nd</sup> Quarter	Rate for 3 <sup>rd</sup> Quarter	Rate for 4 <sup>th</sup> Quarter	Total per Annum
1. Air Quality and Noise Level Monitoring					
2. Raw Water Quality Monitoring					
3. Effluent and Marine Water Monitoring					

<b>TOTAL AMOUNT:</b>	
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**TERMS AND CONDITIONS**

1. Payment Terms: Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.

7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Organization : \_\_\_\_\_

Organization Address : \_\_\_\_\_

Tel No. / Mobile No. and Email Address : \_\_\_\_\_