



PHILIPPINE NATIONAL OIL COMPANY
PNOC Building VI, Energy Center
Rizal Drive, BGC, Taguig City
Tel. No.: 8789 – 7662
www.philgeps.gov.ph / www.pnoc.com.ph

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 : Engagement of Laboratory Services to Conduct Quarterly Ambient Air Monitoring and Semi-Annual Raw Water Analysis for Energy Supply Base
Reference No. : 2022-EPA-020
ABC : PhP 198,000.00
Submission Deadline : November 29, 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 and rgvergara@pnoc.com.ph no later than the submission deadline together with the following documentary requirements and information:


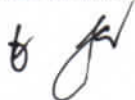
- Mayor's / Business Permit / BIR Certificate of Registration (for individual consultant)
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet
- Notarized Omnibus Sworn Statement - Annex "A" (Non-notarized copy may be submitted prior to submission deadline, but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

Additional Requirement:

- Accreditation from Department of Environment and Natural Resources

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.


EVANGELINE B. ALBAYTAR
Chairperson
Bids and Awards Committee


PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

TERMS OF REFERENCE

SCOPE OF WORK:

For Ambient Air Quality Test:

1. Conduct quarterly ambient air quality monitoring at ESB to monitor the concentration of the Particulate Matter < 10 microns (PM10). The test should be conducted simultaneously at four stations in two conditions: operational and non-operational.
2. Strategically locate sampling point, preferably near the community and near the operation at the appropriate height to determine the Ground Level Concentrations (GLCs). Collect sample at the stations simultaneously for an hour.
3. The methods of sampling and analysis must be based on the DENR standards. The result should be compared with the National Air Act of 1999.
4. An updated copy of the calibration certificate of the equipment used for sampling should be readily available for inspection during the conduct of the monitoring activity.

For Ambient Raw Water Quality Test:

1. Conduct semi-annual raw water quality testing at ESB to monitor water quality pursuant to the parameters defined by DAO 2016-08 (refer to table below). The test should be conducted to samples collected from pre-defined sampling points.

Table 3. Water Quality Guidelines for Primary Parameters

Parameter	Unit	Water Body Classification								
		AA	A	B	C	D	SA	SB	SC	SD
BOD	mg/L	1	3	5	7	15	n/a	n/a	n/a	n/a
Chloride	mg/L	250	250	250	350	400	n/a	n/a	n/a	n/a
Color	TCU	5	50	50	75	150	5	50	75	150
Dissolved Oxygen ^(a) (Minimum)	mg/L	5	5	5	5	2	6	6	5	2
Fecal Coliform	MPN/100mL	<1.1	<1.1	100	200	400	<1.1	100	200	400
Nitrate as NO ₃ -N	mg/L	7	7	7	7	15	10	10	10	15
pH (Range)		6.5-8.5	6.5-8.5	6.5-8.5	6.5-9.0	6.0-9.0	7.0-8.5	7.0-8.5	6.5-8.5	6.0-9.0
Phosphate	mg/L	<0.003	0.5	0.5	0.5	5	0.1	0.5	0.5	5
Temperature ^(b)	°C	26-30	26-30	26-30	25-31	25-32	26-30	26-30	25-31	25-32
Total Suspended Solids	mg/L	25	50	65	80	110	25	50	80	110

2. Determine the location/s by where collection of samples will be done. The amount of samples to be collected will be dependent on the requirement of the tests to be conducted.

3. The method of sample collection, testing and analysis of results must be based on DENR standards, and must be compliant to the set standards defined by DAO 2016-08.
4. An updated copy of test certificate and calibration certificates of the equipment used for analysis should be available upon request prior or after the conduct of testing and analysis.

LABOR REQUIREMENTS

1. Contractor with accreditation from Department of Environment and Natural Resources (DENR) and knowledgeable to conduct ambient air and ambient quality monitoring with at least 3 years of experience in providing similar services.

Key Personnel	General Experience	Relevant experience
Field Engineer	Min. 3 years practicing Engineering field	Min of 2 years in handling Ambient air quality monitoring
Field Technician	Min. 3 years practicing Field Technician	Min of 2 years in conducting Ambient air quality monitoring

MATERIALS REQUIREMENT

Specimen and collected sample container

PROJECT EXECUTION REQUIREMENT

1. The contractor shall supply labor, tools, equipment and technical supervision necessary to execute and complete the project.
2. The ESB will notify the contractor for the availability of areas to be tested.
3. Record meteorological observation, such as wind direction, wind speed, sky condition, and rain description, during the monitoring activity. These observations should also be correlated in the interpretation of the data gathered.
4. Collect, analyze, and submit all samples to recognized laboratory. The sampling analysis should be consistent with US EPA Methods. Properly label all samples with a specific project code number to maintain the objectivity of the analysis.
5. The contractor may postpone the sampling during inclement weather condition but without additional compensation to PNOC.
6. The contractor shall provide duplicate copy of final report.

ADDITIONAL REQUIREMENTS:

General Condition

1. The contractor shall commence work on the agreed start date.

2. The contractor is required to coordinate all activities and work relative to the project with ESB representative for proper monitoring and coordination.
3. The cost for all rework due to contractor's negligence shall be borne by the contractor.
4. The Contractor shall be liable for all accident claims and other related claims arising from injuries and other damages to property occasioned by any act or omission of the contractor including any and all expenses which may be incurred by PNOE ESB in its personnel in the defense of any claim, action or suit.
5. The contractor must comply with all standard health and safety requirements to include, among others, the use of personal protective equipment by all workers, proper ID and observe company rules and regulations on safety and security.

DELIVERY TIME/COMPLETION SCHEDULE:

1. PNOE will engage the services of an ambient air – sampling contractor covering the period of four (4) quarters of 2022. Air ambient sampling will be scheduled on the 1st week of February 2022 for 1st quarter, first week of May 2022 for 2nd quarter, first week of August 2022 for 3rd quarter and first week of November 2022 for the 4th quarter or as may be required by ESB, with one (1) day engagement for each quarter.
2. Additionally, PNOE will engage the services of the contractor to conduct ambient water collection and testing covering two (2) semesters of 2022. A parallel sample collection and testing for ambient water quality shall be conducted on the first week of May 2022 for the 1st half and first week of November 2022 for the 2nd half of the year.
3. The Contractor shall submit the final report to ESB with complete results and analysis of ambient air monitoring and ambient water quality testing not later than twenty (20) days after the sampling activity as defined on the first item.

DEFINITION OF SIMILAR PROJECTS:

The project that involve the technical expertise of third party service provider to conduct assessment of pollutants level by measuring the quantity and types of certain pollutants in the surrounding air and water.

#	Item Description	Rate	Total per Annum
1	Ambient Air Monitoring	P Quarterly Rate	P
2	Raw Water Analysis	P Semi-Annual Rate	P

TOTAL PRICE:	PhP _____
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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 : _____