



**PHILIPPINE NATIONAL OIL COMPANY**

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[www.philgeps.gov.ph](http://www.philgeps.gov.ph) / [www.pnoc.com.ph](http://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:

Date : **24 October 2022**  
Project Title : **Engagement of 3<sup>rd</sup> Party Laboratory Service Provider to Conduct Quarterly Ambient Air Monitoring and Raw Water Testing for 2023 at ESB**  
Reference No. : **2023-EPA-014**  
Total ABC : **PhP228,000.00**  
Submission Deadline: **02 November 2022 / 5:00 PM**  
Location : **PNOC Energy Supply Base Mainaga, Mabini, Batangas**

Accomplished **Price Quotation/Proposal and Compliance Form** 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 [hdvallano@pnoc.com.ph](mailto:hdvallano@pnoc.com.ph) no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)
- Omnibus Sworn Statement (Unnotarized) copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment).

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 2023 National Expenditure Program.

Thank you.

  
**EVANGELINE B. ALBAYTAR**  
Chairperson  
Bids and Awards Committee

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## PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

### ENGAGEMENT OF 3<sup>RD</sup> PARTY LABORATORY SERVICE PROVIDER TO CONDUCT QUARTERLY AMBIENT AIR MONITORING AND RAW WATER TESTING FOR 2023 AT ESB

#### Terms of Reference / Technical Specifications

#### I. 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. The schedule of the conduct of service shall be as follow:

Coverage	Date
Q1	February 2023
Q2	May 2023
Q3	August 2023
Q4	November 2023

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 Clean 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 <sup>(a)</sup> (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 <sub>3</sub> -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 <sup>(b)</sup>	°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	

The schedule of the conduct of service shall be as follow:

Coverage	Date
S1	February 2023
S2	August 2023

- 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.
- 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.
- 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.

## II. LABOR REQUIREMENTS

- 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



### III. MATERIALS REQUIREMENT

Specimen collection equipment.

### IV. BILL OF QUANTITIES

The contractor may refer to the table below for the preparation of the Bill of Quantities.

Bill of Quantities

No.	Description	Qty.	Unit	Unit Cost (PHP)	Total Cost (PHP)
I	a. Q1 Ambient Air Monitoring – February 2023	1	lot		
	b. Q2 Ambient Air Monitoring – May 2023	1	lot		
	c. Q3 Ambient Air Monitoring – August 2023	1	lot		
	d. Q4 Ambient Air Monitoring – November 2023	1	lot		
	<b>SUB-TOTAL (Php)</b>				
II	a. 1st Semi-Annual Ambient Raw Water Quality Testing – February 2023	1	lot		
	b. 2 <sup>nd</sup> Semi-Annual Ambient Raw Water Quality Testing – August 2023	1	lot		
	<b>SUB-TOTAL (Php)</b>				
	<b>12% VAT</b>				
III	Antigen Test (if required upon instruction by PNOC ESB per quarterly engagement; to be billed only to PNOC ESB once conducted)	3	pax		
	<b>OVER-ALL TOTAL (Php) – VAT Inclusive</b>				

### V. PROJECT EXECUTION REQUIREMENT

1. The contractor shall supply labor, tools, equipment and technical supervision necessary to execute and complete the project.
2. ESB management 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 level 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.

## **VI. 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. Depending on the prevailing health protocol and public health guideline, should RT-PCR test be required, a negative RT-PCR test result of the personnel conducting the activity must be sent to PNOC – ESB prior to engagement. A request for conduct of RT-PCR test billed to PNOC must be sent by the contractor and must be approved by the management.
5. 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 PNOC ESB in its personnel in the defense of any claim, action or suit.
6. 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. PNOC will engage the services for ambient air testing (sampling and measurement) for four (4) quarters of 2023, with testing done once every quarter. Air ambient sampling will be scheduled as follows:
  - a. Q1 - February 2023
  - b. Q2 - May 2023
  - c. Q3 - August 2023
  - d. Q4 - November 2023

There will be one (1) day engagement for each quarter.

Additionally, raw water testing will be scheduled as follows:

- a. S1 – Third week of February 2023
- b. S2 – Third week of August 2023

There will be one (1) day engagement per semester. Testing can be done in parallel with ambient air monitoring of the same schedule.

2. The contractor is required to mobilize at site within seven (7) calendar days upon receipt of advice from the proponent to conduct the services.
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.

### TERMS AND CONDITIONS

1. All entries shall be typed or written in a clear legible manner.
2. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
4. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
5. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
6. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
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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: \_\_\_\_\_

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

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

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