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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11415729  
Procuring Entity VALENZUELA MEDICAL CENTER  
Title CALIBRATION AND PREVENTIVE MAINTENANCE OF VARIOUS MEDICAL EQUIPMENT OF VMC  
Area of Delivery Metro Manila

<b>Solicitation Number:</b>	VMC-2024-208	<b>Status</b>	Pending
<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	<b>Document Request List</b>	0
<b>Category:</b>	General Repair and Maintenance Services	<b>Date Published</b>	30/10/2024
<b>Approved Budget for the Contract:</b>	PHP 688,358.00	<b>Last Updated / Time</b>	29/10/2024 18:11 PM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	05/11/2024 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	LESTER JOHN JAKE R DIVINO BAC SECRETARIAT Padrigal St., Karuhatan, Valenzuela City Metro Manila Philippines 63-2-2920604  vmc_bac@yahoo.com		

Description				
STOCK	PROPERTY NO.	UNIT	ITEM DESCRIPTION	QTY. UNIT COST TOTAL COST
lot			Calibration and Preventive Maintenance of various Medical Equipment of VMC -	1 688,358.00 688,358.00
			> Equipment System Check-Up / Testing -	
			> Conduct Performance Verification of Medical Equipment -	
			> Conduct Calibration with participation of hospital - medical equipment technicians on site -	
			> Conduct Electrical Safety Testing -	
			> Provide PMS sticker on all equipment indicating PMS and Calibration date -	
			> Conduct minor repair or remedial, measures, - labor only excluding spare parts -	
			> Submit reports / findings and recommendations - on all equipment (ISO ready) -	
			> Submit calibration certificate and service report - indicating status of each units Highly trained and - certified calibration engineer/technician -	
			> Coaching of in-house Medical Equipment - technicians (METs) -	
			> Provide one (1) day refresher course training - for Calibration and Preventive Maintenance of - Service lecture of in-house Biomedical Unit of - VMC - EFMS -	
			***** nothing follows *****	TOTAL 688,358.00

## TERMS OF REFERENCE

### A. Name and Description of the Project:

One (1) Lot- Calibration and Preventive Maintenance Service for various Equipment for Valenzuela Medical Center CY 2024.

### B. Objectives of the Project:

1. Increased equipment lifespan
2. Sustained patient safety
3. Increased operational efficiency
4. Reduced risk of equipment failure
5. Ensure that equipment is operating correctly for both patients and operators

### C. Scope of the Project and Delivery Time/Completion Description

1. Service Provider MUST be registered at SEC/DTI to engage in, conduct, and carry on the business of preventive maintenance, repair, and calibration all kinds of medical equipment, test and measurement equipment and in the business for at least five (5) years.
2. Service Provider MUST own sufficient calibrated test equipment to be used such as but not limited to:
  - a. Electrical Safety Analyzer
  - b. Ultrasound Phantom Analyzer
  - c. Gas Analyzer
  - d. Electrosurgical analyzer
  - e. Anesthetic Gas Analyzer
  - f. X-Ray Analyzer
  - g. and provide proof of ownership & valid traceability certificates
3. Calibration Equipment to be used MUST have valid NIST Traceable Certificate of Calibration or other internationally accepted standards conducted by ISO 17025 calibration laboratory only.
4. Service Provider is an ISO 9001 and ISO 17025 certified.
5. Service Provider must have history of similar projects with at least three (3) government or private tertiary hospitals for ISO 9001 certification in the last three (3) years.
6. Service Provider must issue complete Service Report, Preventive Maintenance Report, and Calibration Report compliant with ISO 9001 documentation.
7. Service Reports, Preventive Maintenance Reports and Calibration Reports MUST be encoded and printed on-site during the conduct of calibration services. Service Provider shall not be allowed to do the encoding and printing off-site.
8. Service Provider must have EMPLOY at least four (4) bio-medical trained technicians with NCII certificates of Biomedical Equipment Servicing and 1 lead professional with PRC License (preferably Registered Electrical Engineer or Electronics to conduct the contracted services. Service provider MUST provide SSS R3 File documents.
9. Service Provider must use self-laminating, spill-proof, waterproof, dust-proof, writable, calibration stickers designed for calibration and preventive maintenance service. Stickers MUST withstand a wide range of temperatures, abrasion and exposure to harsh chemicals, such as ethanol, acetone, isopropanol, thinners, detergents and surface sanitizing wipes.
10. Service Provider is not allowed to do sub- contracting of services.
11. Service Provider must inspect the initial condition, record and label of all relevant details of medical equipment listed in the approved list. The type and detail of information required may include assessments, repair recommendations and findings.
12. Service Provide must submit a soft copy of Calibrated Medical Equipment list (Functional and/or functional but out of tolerance) in Microsoft Excel format designed by the contractor that includes type of equipment, manufacturer, model, serial number, location/department and property number depending on availability of required information. List of Non-functional and/or defective medical equipment prior to the calibration procedure must be provided separately.
13. All service shall be done at the VMC facilities. No preventive maintenance and calibration service shall be done outside of VMC facilities.
14. Service Provider MUST submit three (3) copies of complete Service Report, Preventive Maintenance Report and Calibration Report for each equipment compliant with ISO 9001 Certification.
15. Calibration Services MUST be in-house and monitored by the hospital's in-house Biomedical Unit's Medical Equipment Technicians (METs) of Engineering and Facilities Management Section staff.
16. Provide one (1) day refresher course training for Calibration and Preventive Maintenance Services lecture of in-house Biomedical Unit of VMC -EFMS.
17. The terms of payment shall be as follows:
  - a. Not calibrated equipment will be deducted to total amount of this contract upon verification and approval of METs and Hospital Engineers
  - b. All equipment that is not included in the list will be added to the total amount of this contract upon verification and approval of METs and Hospital Engineer
  - c. Medical Equipment which undergone calibration either functional and/or functional but out of tolerance (did not pass calibration parameters) will be subjected for payment. Equipment found defective prior to the calibration procedure will not be included in the payment
18. TWG of the project will conduct a virtual/face to face visit of the offices during the post-qualification in order to validate submitted documents and to ensure that the required calibration equipment is readily available
19. List of Equipment  
-See Annex A
20. Service Conduction  
- Installation Schedule: Monday to Friday or as per coordination with EFMS- Biomedical Unit
21. Service Period  
- Sixty (60) calendar days upon receipt of Notice Proceed (NTP)
22. Warranty  
- Not applicable

LIST OF EQUIPMENT FOR CALIBRATION AND PREVENTIVE MAINTENANCE SERVICES FOR CY 2024

EQUIPMENT	NO	EQUIPMENT	QTY
1 ANALYTICAL BALANCE	3		
2 ANESTHESIA MACHINE	13		
3 ARGON LASER	1		
4 ARTHROSCOPY TOWER	1		
5 AUTO STRAINER	1		
6 AUTOCLAVE	3		
7 AUTOCLAVE, VERTICAL	2		
8 AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5		
9 AUTOMATED EXTRACTION MACHINE	1		
10 AUTOMATED KERATO-REFRACTOMETER	1		
11 AUTOMATIC SEALER	1		
12 BIOSAFETY CABINET	4		
13 BLOOD COLLECTION SCALE	4		
14 BLOODBANK MIXER	2		
15 CAUTERY MACHINE	5		
16 COLONOSCOPE	1		
17 COLPOSCOPE	1		
18 COMPUTED RADIOGRAPHY	1		
19 CRYOSTAT	1		
20 CTG MACHINE	11		
21 DEFIBRILLATOR	12		
22 DENTAL CHAIR	2		
23 DERMATOSCOPE	2		
24 DUODENOSCOPE	1		
25 ENDOSCOPE	1		
26 ENDOSCOPY TOWER	1		
27 FETAL DOPPLER	2		
28 FIVE HEADER MICROSCOPE	2		
29 FLOATATION BATH	1		
30 HAND DYNAMOMETER	2		
31 HYSTEROSCOPY TOWER	1		
32 INCUBATOR (INFANT)	5		
33 INFRARED. LAMP	3		
34 LAPAROSCOPIC TOWER	2		
35 LIGHT CURE MACHINE	3		
36 MICRO PIPETTOR	16		
37 MICROSCOPE (BINOCULAR)	6		
38 MICROSCOPE (OPHTHA)	1		
39 MICROSCOPE (SLIT LAMP)	1		
40 MICROTOME	1		
41 MORGUE REFRIGERATOR	1		
42 MULTIFUNCTION CO2 LASER	1		
43 OPHTHA CHAIR	1		
44 OR LIGHTS	13		
45 PARAFFIN EMBEDDING SYSTEM	1		
46 PARAFFIN OVEN	1		
47 PARAFFIN WAX BATH	1		
48 PARTIAL BODY PHOTOTHERAPY SYSTEM	1		
49 PCR WORKSTATION	1		
50 PHACO MACHINE	1		
51 PHOTOTHERAPY	6		
52 PHOTOTHERAPY MASSAGE COMB	1		
53 PHOTOTHERAPY UNIT (CABINET TYPE)	1		
54 PIPETTE	3		
55 PLASMA STERILIZER	1		
56 PLATELET SHAKER	1		
57 PNEUMATIC COMPRESSION	1		
58 Q SWITCHED	1		
59 REAGENT REFRIGERATOR	3		
60 RESTORATOR	2		
61 RT-PCR MACHINE	1		
62 SHOCKWAVE THERAPY	1		
63 SMOKE EVACUATOR	1		
64 THERAPEUTIC LASER	1		
65 THERAPEUTIC ULTRASOUND	3		
66 TISSUE PROCESSOR	1		
67 TRACTION MACHINE	1		
68 TUBE SEALER	2		
69 ULTRALOW TEMPERATURE FREEZER	1		
70 ULTRASONIC/ADVANCED BIPOLAR VESSEL SEALER ENERGY MACHINE	1		
71 ULTRASOUND A-SCAN BIOMETRY	1		
72 ULTRASOUND MACHINE	3		
73 ULTRASOUND MACHINE	1		
74 ULTRASOUND MACHINE W/2D ECHO	1		
75 UVC HYPERLIGHT ROBOT DISINFECTION SYSTEM	1		
76 VIDEO LARYNGOSCOPE	2		
77 WASHER DISINFECTOR W	1		

78 WATERPROOF SCALE 2  
79 WEIGHING SCALE 28  
80 WIRELESS INDIRECT OPHTHALMOSCOPE WITH 20D LENS 1  
81 X-RAY MACHINE (PORTABLE 3  
TOTAL 226

A copy of your UPDATED legal requirements (Certificate of Registration from BIR, SEC/DTI, Business/Mayor’s Permit with Official Receipt, PhilGEPS Certificate, Tax Clearance, Audited FS with 2023 ITR and Omnibus Sworn Statement) is also required to be submitted along with your quotation/proposal.

**Other Information**

Quotations may be submitted manually at the office of the BAC Secretariat, BAC Office, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City., through email to vmc\_bac@yahoo.com. For any clarification, you may call Lester John Jake R. Divino at telephone no. 294-46-25 or via email at vmc\_bac@yahoo.com

**Created by**                   LESTER JOHN JAKE R DIVINO  
**Date Created**             29/10/2024

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