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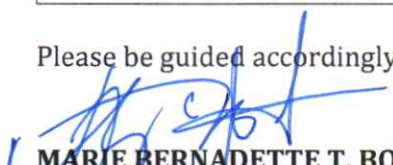
SUPPLEMENTAL/BID BULLETIN
No. CEFA-SB-2024-013

This Supplemental/Bid Bulletin No. CEFA-SB-2024-013 is issued by the BAI Special Bids and Awards Committee (SBAC) for the Cold Examination Facility for Agriculture (CEFA) to all participating bidders to clarify, amend and/or modify certain provisions and requirements for the various procurement projects.

All portions of the Bidding Documents affected by these amendments shall be made to conform the same. Amendments/inclusions/clarifications/revisions made herein shall be considered as integral part of the Bidding Documents.

IB NO.	AMENDMENTS/MODIFICATIONS
CEFA-SB-2024-009	<p>Please refer to the attached updated Terms of Reference to be included in the bidding document posted on the PhilGEPS/BAI website.</p>
CEFA-SB-2024-010	
CEFA-SB-2024-011	
CEFA-SB-2024-012	
CEFA-SB-2024-015	
CEFA-SB-2024-016	
CEFA-SB-2024-022	
CEFA-SB-2024-023	
CEFA-SB-2024-024	
CEFA-SB-2024-025	
CEFA-SB-2024-026	
CEFA-SB-2024-027	
CEFA-SB-2024-029	
CEFA-SB-2024-030	
CEFA-SB-2024-031	

Please be guided accordingly.


MARIE BERNADETTE T. BONO, DVM
Vice-Chairperson, SBAC for CEFA

Received:

Bidder/Authorized Representative
Date: _____



"Our organization is certified
according to ISO 9001"

Annex A. Updated Terms of Reference

TERM OF REFERENCE FOR THE PURCHASE OF TECHNICAL AND SCIENTIFIC EQUIPMENT FOR THE COLD EXAMINATION FACILITY FOR AGRICULTURE (CEFA)

1. Supplier Requirements

- **Legal Compliance**

Suppliers must comply with all applicable legal and regulatory requirements as outlined in Republic Act No. 9184 (Government Procurement Reform Act)

- **Qualified Service Engineers**

- a. For Advanced Analytical Equipment:**

Suppliers must employ a minimum of three (3) trained and certified service engineers, with expertise in handling, maintaining, and servicing advanced laboratory equipment for the following equipment:

- Liquid Chromatography (LC) systems.
- Gas Chromatography (GC) systems.
- Tandem Mass Spectrometry configurations (e.g., LC-MS/MS, GC-MS/MS).
- Inductive Coupled Plasma- Optical Emission Spectrophotometer (ICP-OES)
- Atomic Absorption Spectrometer (AAS)

- b. For General Laboratory Equipment (Other equipment that is not mentioned above):**

Suppliers must employ at least 1 trained and certified service engineers, with expertise in handling, maintaining, and servicing

- **Equipment-Specific Training Certification**

Each engineer should have formal qualifications and practical experience relevant to the specific models being offered. Documentation of training (including certificates of completion or competency) must be provided to demonstrate that the engineers can handle the setup, troubleshooting, and maintenance of these advanced systems.

Suppliers are required to provide certification or proof of specialized training for the particular models of equipment being offered. This certification must:

- ✓ Be specific to the model(s) of the equipment being proposed.
- ✓ Confirm that the supplier's service engineers have completed comprehensive training from the equipment manufacturer or an authorized institution.
- ✓ Include details of the training program, such as course content, duration, and any testing or evaluation conducted to ensure engineer competency.

- **Performance Verification (IQ, OQ, PQ)**

Suppliers must conduct rigorous Performance Verification upon installation of the equipment, which includes:

- ✓ Installation Qualification (IQ): Verification that the equipment is installed according to the manufacturer's specifications and is compatible with the laboratory's physical and operational environment.
 - ✓ Operational Qualification (OQ): Testing to confirm that the equipment operates correctly and meets all operational specifications under controlled conditions.
 - ✓ Performance Qualification (PQ): Assessment of the equipment's performance in the actual laboratory environment, ensuring it meets the required standards for accuracy, precision, and reliability in routine use.
 - ✓ A full report for each verification stage must be provided to CEFA, with evidence that all criteria have been met before final acceptance of the equipment.
- **Product-Specific Specialist**
Suppliers should have at least one product specialist or technical expert who is trained specifically for the equipment model(s) being offered. This specialist should:
 - ✓ Have in-depth knowledge of the equipment's technical specifications, operational features, and best practices.
 - ✓ Be available for consultation during the procurement process to answer technical questions and provide additional information as required.
 - ✓ Support the laboratory in initial setup and troubleshooting, as well as in addressing complex operational challenges.
 - **Onsite Training for Laboratory Personnel**
The supplier is required to conduct comprehensive onsite training for CEFA laboratory personnel, which includes:
 - ✓ Training on safe operation and handling of the equipment.
 - ✓ Detailed instructions on software use, data management, and data analysis for accurate and reproducible results.
 - ✓ Routine maintenance procedures to ensure optimal performance and equipment longevity.
 - ✓ Hands-on demonstrations and guided practice sessions to ensure staff competency.
 - ✓ Training should be conducted by a certified trainer or product specialist and must be completed to the satisfaction of CEFA personnel. A formal training completion certificate should be provided to each trained staff member.
 - **Warranty and Prompt Technical Support**
Suppliers must ensure a timely response to any queries, issues, or maintenance requests. Specifically:
 - ✓ The supplier must guarantee an initial response to technical or operational queries within 24 hours upon notification, including weekends and holidays if necessary.
 - ✓ Onsite support, if required, should be available within 48 hours of a request to minimize equipment downtime.
 - ✓ A dedicated support contact (phone and email) must be provided, with a detailed escalation plan in case of urgent or unresolved issues.
 - ✓ Regular check-ins and periodic maintenance should be offered as part of an ongoing support agreement to ensure the equipment remains in optimal condition.
 - ✓ The supplier must provide a two-year warranty upon successful installation at the site, covering both parts and service, inclusive of free annual preventive maintenance and calibration within this period.