



January 15, 2025

### NOTICE OF AWARD

**BITS-BIOMEDICAL INSTRUMENTATION & TECHNOLOGY SOLUTIONS CO. LTD.**

Unit G-H RLI Southpoint Subdivision,  
Brgy. Banay-Banay, Cabuyao, Laguna  
Tel No: (049) 535-6158  
Email: bidding@bitsbiomedical.com

Dear Sir/Madam,

Please be advised that as a result of **Public Bidding** conducted by the National Center for Mental Health – Bids and Awards Committee for Contract Services and Consultancy for the **Preventive Maintenance and/or Calibration of Various Medical Equipment (Sub-Lot) CY 2025 (Early Procurement Activity)** for **Lot 1: General Hospital Equipment** and **Lot 3: Clinical Laboratory Equipment**) and is hereby awarded to your company the following:

NO	ITEM CODE	ITEM DESCRIPTION	QTY	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
1	CS-03PM (G)-2025	<p><b>PREVENTIVE MAINTENANCE AND/OR CALIBRATION OF VARIOUS MEDICAL EQUIPMENT CY 2025 (Early Procurement Activity)</b></p> <p><b>LOT 1: GENERAL HOSPITAL EQUIPMENT</b></p> <p><b>TERMS OF REFERENCE</b></p> <ol style="list-style-type: none"> <li>All service shall be done at the National Center for Mental Health facilities.</li> <li>Service provider should coordinate with Medical Equipment Maintenance Unit before and after the preventive maintenance and other services.</li> <li>Medical equipment found defective prior to the preventive maintenance and calibration procedure will not be included in the payment</li> <li>Service provider must have full-time certified biomedical technicians with NCII certificates of Biomedical Equipment Servicing or engineer with PRC license.</li> </ol>	1	Lot	276,670.00	

**There is no Health without Mental Health**



5. Service provider shall provide the following:

- Provide a current and valid certificate of calibration for the test equipment to be used during maintenance activities, and it should be traceable to the National Institute of Standards and Technology (NIST) or other recognized standards.
- Four (4) copies of the completed service report for minor repairs to medical equipment may be found defective.
- Four (4) copies of the completed preventive maintenance report and calibration certificate for each piece of equipment, which include qualitative and quantitative data and should be organized in clearly labeled folders and tabs to ensure effortless identification and retrieval of information.
- Current and Valid Training Certificates of technicians/engineers who performed the services.

**SCOPE OF WORK**

CALIBRATION PARAMETERS <i>(Quantitative Inspection)</i>										PREVENTIVE MAINTENANCE <i>(Qualitative Inspection)</i>														
(1) = ELECTRICAL SAFETY TESTING					(2) = VOLUME					(3) = FLOW/PRESSURE					(4) = SPEED					(6) = TEMPERATURE				
(1) = PHYSICAL INSPECTION					(2) = MECHANICAL INSPECTION					(3) = OPERATIONAL/FUNCTIONALITY INSPECTION					(4) = ELECTRICAL COMPONENT INSPECTION					(5) = CLEANING INTERIOR AND EXTERIOR EQUIPMENT				
<b>PUBLIC BIDDING – GENERAL HOSPITAL</b>																								
QTY	UNIT	EQUIPMENT DESCRIPTION	CALIBRATION PARAMETERS <i>(Quantitative)</i> Scope of Work				PREVENTIVE MAINTENANCE <i>(Qualitative)</i> Scope of Work				SERVICE FREQUENCY	UNIT COST	TOTAL COST											
			1	2	3	4	1	2	3	4														
3	Unit	ABO Machine	✓										Semi-Annual	40,860.00	122,580.00									
2	Unit	Vaporizer	✓										Semi-Annual	15,020.00	27,240.00									
7	Unit	Dewarizer	✓										Semi-Annual	7,620.00	53,340.00									
1	Unit	ECT Machine	✓										Semi-Annual	14,740.00	14,740.00									
3	Unit	Electro Surgical Unit	✓										Semi-Annual	7,620.00	22,860.00									
22	Unit	Thermoprecipitator	✓										Annual	810.00	17,820.00									
1	Unit	Ultrasound	✓										Annual	13,330.00	13,330.00									
2	Unit	UV Light	✓										Annual	2,360.00	4,700.00									
<b>TOTAL</b>												<b>270,670.00</b>												

		<p><b>ADDITIONAL DETAILS FOR SCOPE OF WORKS</b></p> <ol style="list-style-type: none"> <li>1. Perform preventive maintenance including qualitative evaluation, adjustment, system performance test, software and hardware updates and replacement of PM parts/kit if necessary. Any consumables to be used during the test will be provided by the service provider such as reagents/solutions/machine supplies (e.g. Isoflurane / sevoflurane / films / patch / lubricants etc.)</li> <li>2. Perform Calibration/verification which include quantitative evaluation using calibrated test equipment/tools.</li> <li>3. Cleaning, lubricating and perform minor hardware or software repair if necessary.</li> <li>4. Application of preventive maintenance and calibration stickers, which indicate PM and calibration date and due date.</li> </ol>				
2	CS-03P M(C)-2025	<p><b>LOT 3: CLINICAL LABORATORY EQUIPMENT</b></p> <p><b>TERMS OF REFERENCE:</b></p> <ol style="list-style-type: none"> <li>1. Onsite calibration and preventive maintenance.</li> <li>2. Conduct performance verification of laboratory equipment.</li> <li>3. Conduct calibration with participation of Hospital in-charge technicians/employee on site.</li> <li>4. Provide PMS stickers on all equipment indicating PMS and calibration date.</li> <li>5. Submit report/findings and recommendations on all equipment.</li> <li>6. Submit calibration certificate and service report indicating status of each unit seven (7) days after service.</li> <li>7. Submits certificate of all calibration tools used for the calibration of equipment.</li> <li>8. Any damage on equipment incurred during the conduct of PMS/Calibration shall be paid by the service provider.</li> <li>9. Trained service engineers – training</li> </ol>	1	Lot	81,460.00	

certificates from accredited training centers shall be submitted

**SCOPE OF WORK**

CALIBRATION PARAMETERS (Quantitative Inspection)	PREVENTIVE MAINTENANCE (Qualitative Inspection)
(1) = ELECTRICAL SAFETY TESTING (2) = VOLUME (3) = FLOW/PRESSURE (4) = SPEED (5) = TEMPERATURE	(1) = PHYSICAL INSPECTION (2) = MECHANICAL INSPECTION (3) = OPERATIONAL/FUNCTIONALITY INSPECTION (4) = ELECTRICAL COMPONENT INSPECTION (5) = CLEANING INTERIOR AND EXTERIOR EXPOSURE

**PUBLIC BIDDING – CLINICAL LABORATORY**

QTY	UNIT	EQUIPMENT DESCRIPTION	CALIBRATION PARAMETERS (Specify Scope of Work)					PREVENTIVE MAINTENANCE (Specify Scope of Work)					SERVICE FREQUENCY	UNIT COST	TOTAL COST	
			CITY-ESI (Specify Scope of Work)					CITY-ESI (Specify Scope of Work)								
			1	2	3	4	5	1	2	3	4	5				
1	lot	Automatic Daily Control Chemistry	x											Annual	\$700.00	\$700.00
1	lot	Automatic Daily Control Chemistry	x											Annual	\$700.00	\$700.00
1	lot	Automatic Nitrite Control Chemistry	x											Annual	\$700.00	\$700.00
1	lot	Chemical Balance Clinical	x											Annual	\$700.00	\$700.00
2	lot	Biology Daily Control, Chem, Flow, and Pressure Control	x											Annual	\$522.50	\$1,045.00
1	lot	Hydro Unit, 5-300 °C, Water Bath	x											Annual	\$500.00	\$500.00
1	lot	Incubator, 37°C, 10-L, Chemistry Research	x											Annual	\$500.00	\$500.00
2	lot	Refrigerator												Annual	\$400.00	\$800.00
3	lot	Freezer												Annual	\$400.00	\$1,200.00
5	lot	Winged Refrigerator (e.g. Becton, Dickinson)	x											Annual	\$200.00	\$1,000.00
2	lot	Winged Refrigerator (e.g. Becton, Dickinson)	x											Annual	\$250.00	\$500.00
<b>TOTAL</b>															<b>\$1,965.00</b>	

**ADDITIONAL DETAILS FOR SCOPE OF WORKS**

1. Perform preventive maintenance including qualitative evaluation, adjustment, system performance test, software and hardware updates and replacement of PM parts/kit if necessary. Any consumables to be used during the test will be provided by the service provider such as reagents/solutions/machine supplies (e.g. Isoflurane/sevoflurane / films/patch/lubricants etc.).
2. Perform Calibration/verification which include quantitative evaluation using calibrated test equipment/tools.
3. Cleaning, lubricating and perform minor hardware or software repair if necessary.

		Application of preventive maintenance and calibration stickers which indicates PM and calibration date and due date.				
					<b>TOTAL:</b>	<b>Php358,130.00</b>

You are hereby required to provide the following within ten (10) calendar days;

- Contract Agreement Form for the **Public Bidding for the Preventive Maintenance and/or Calibration of Various Medical Equipment (Sub-Lot) CY 2025 (Early Procurement Activity) for Lot 1: General Hospital Equipment and Lot 3: Clinical Laboratory Equipment);** and
- Performance Security in any forms and amount stipulated below:

A. Cashier's Managers Check Bank Guarantee	Five Percent (5%) of the Total Contract Price
B. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	Five Percent (5%) of the Total Contract Price
C. Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission / GSIS	Thirty Percent (30%) of the Total Contract Price

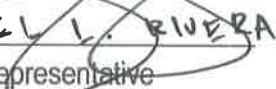
Failure to provide any of the above shall constitute sufficient ground for cancellation of the Award and forfeiture of the Bid Security.

Truly yours,



**NOEL V. REYES, MD, FPPA, MMHoA**  
Medical Center Chief II

**CONFORME:**

  
**MICHAEL L. RIVERA**  
Authorized Representative

Date and Time: 21- JAN - 25