

Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2023-0109

REQUEST FOR QUOTATION
(NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

HIRING OF TESTING LABORATORY FOR THE NXTFOOD PH PRODUCTS FOR THE FOLLOWING:

(Please see attached Request for Quotation Form and Term of Reference for more details.)

QTY	UNIT	ARTICLE/WORK/DESCRIPTION/SPECIFICATION	APPROVED BUDGET FOR THE CONTRACT
1	lot	Microbiological Analysis	PHP 50,000.00
1	lot	Nutritional Analysis	PHP 315,000.00
TOTAL APPROVED BUDGET FOR THE CONTRACT			PHP 365,000.00

Pre-Bid Conference	:	12 September 2023, 02:00PM
Deadline of Submission of Eligibility Documents and Financial Bid	:	18 September 2023, 05:00PM
Opening of Eligibility Documents and Financial Bid	:	19 September 2023, 02:00PM

Conduct of Pre-Bid Conference and Opening of Bids shall be held virtually thru Zoom and shall be open to all prospective bidders. The BAC Secretariat may be reached through email at citembac@citem.com.ph for request of these links. The link will be released on the actual day of the procurement activity.

The *Notice of Award* shall only be issued to the lowest calculated and responsive bidder who has complied with the following documentary requirements below, submitted in an enclosed, sealed and properly labeled envelope or compressed folder:

Eligibility Documents (1st Envelope / Compressed Folder)

- Mayor's Permit for the current year or for individuals, BIR Certificate of Registration**
Expired Mayor's permit with Official Receipt of renewal application shall be accepted provided that the renewed permit shall be submitted before the award of the contract.
- Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)**
PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.
- Notarized Omnibus Sworn Statement**
- Notarized Special Power of Attorney, Notarized Secretary's Certificate or Board/Partnership Resolution for partnership, corporation, cooperative, or joint venture, whichever is applicable**
- Company Profile**
- Certification from the PAB and/or its equivalent document**

Financial Bid (2nd Envelope / Compressed Folder)

- Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.**

To encourage the sanctity of the bids, bidders must submit these documents separately, on the above stated date and time, either on the following:

- Physical Submission at the CITEM Office, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City, or
- Online submission to the BAC Secretariat through email at citembac@citem.com.ph. A password protection may be inflicted in the compressed folders to ensure security of the documents. The password must be disclosed on or before the date and time of the Opening of Eligibility Documents and Financial Bid as indicated above. Failure to disclose the password during the opening of bids may result to non-responsiveness of the bid.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. (02) 8-831-2201 local 309/294 or email at citembac@citem.com.ph.



ATTY. ANNA GRACE I. MARPURI
Chairman, Bids and Awards Committee

REQUEST FOR QUOTATION

- Shopping with ABC of Php 50,001 and above Small Value Procurement with ABC of Php 50,001 and above
 Lease of Real Property and Venue Others: _____

Date: 06 September 2023
RFQ No.: 2023-0109

Company Name: _____
Address: _____
Contact No.: _____

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed, and stamped in an envelope or compressed folder and submitted to CITEM BAC / citembac@citem.com.ph.

Pre-Bid Conference: <u>12 September 2023</u>	Time: <u>02:00PM</u>	Venue: <u>ZOOM</u>
Deadline of Submission of Eligibility Documents and Financial Bid: <u>18 September 2023</u>	Time: <u>05:00PM</u>	
Schedule of Opening of Eligibility Documents and Financial Bid: <u>19 September 2023</u>	Time: <u>02:00PM</u>	Venue: <u>ZOOM</u>

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
1	lot	HIRING OF TESTING LABORATORY FOR THE MICROBIOLOGICAL ANALYSIS OF THE NXTFOOD PH PRODUCTS <i>(Please see attached Terms of Reference for more details)</i> APPROVED BUDGET FOR THE CONTRACT: <u>PHP 50,000.00</u>		
1	lot	HIRING OF TESTING LABORATORY FOR THE NUTRITIONAL ANALYSIS OF THE NXTFOOD PH PRODUCTS <i>(Please see attached Terms of Reference for more details)</i> APPROVED BUDGET FOR THE CONTRACT: <u>PHP 315,000.00</u>		
TOTAL BID OFFER				

Terms and Conditions:

- 1) Delivery period: _____ working days upon acceptance of Purchase/Job Order.
- 2) Bid price must be **Inclusive of Value Added Tax**.
- 3) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier.
- 4) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.
- 5) Required documents, if any, must be submitted within 3 Days after receipt of notice.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.


ATTY. ANNA GRACE I. MARPURI
 BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

Date Submitted

Signature over printed name of the Authorized Company Representative

Designation: _____

Telephone No(s): _____

Email: _____

TERMS OF REFERENCE
Hiring of Testing Laboratories for the Microbiological and Nutritional Analysis
of the NXTFOOD PH Products

I. Background

NXTFOOD PH (also known as Value Food Innovation Program or VFIP) is the most comprehensive and integrated government-led assistance program for the development and marketing of Philippine food products for the local and international market. Program participants benefit from interventions such as R&D, standard and product testing, labeling and packaging development, market testing, and content marketing and promotion. The output of the program answers the question "What's NXT in the world of FOOD?"

After the product launch last 22-24 Sept 2022 and the label design revealed last 26-28 May 2023 at the World Trade Center Metro Manila, product certification with the Philippines' Food and Drug Administration (FDA) is the next step in the program's journey. However, due to the three-year label design development by the partner, the one-year validity of the product analysis results, a requirement in the FDA-CPR (Certificate of Product Registration) together with the packaging and label designs, conducted with the DOST (Department of Science and Technology) last 2021 has already lapsed.

Thus, to ensure the program's continued service, it is imperative to engage the services of testing laboratory/ies that can conduct the microbiological and nutritional analysis of the 13 NXTFOOD PH products. The results of the analyses to be conducted shall be used as supporting documents in the FDA-CPR application of the products.

II. Requirement and Scope of Services

1. Render professional services and conduct the microbiological and nutritional analysis based on the following parameters / analytes to support the FDA-CPR application:

#	VFIP Product	Company	Microbiological Analysis	Nutritional Analysis <i>*Following the FDA RENI format</i>
1	L'ickles (Pickled Veggies)	Nature's Dew	Yeast and Mold Count, CFU/g Coliforms - MPN/g, CFU/g, /25g E. coli - MPN/g, CFU/g, /25g Salmonella/25g S. aureus, CFU/g	<ul style="list-style-type: none"> • Ash • Calories from fat, carbohydrates, and/or protein (can be one, two or all three) • Cholesterol • Crude Fat • Dietary Fiber • Moisture • Protein • Saturated Fat • Sodium with or without its sample preparation
2	CocoToffi (100% Coconut Toffee Spread)	Amazing Foods Corp.	Aerobic Plate Count, CFU/g Yeast and Mold Count, CFU/g Salmonella/ 25 g Listeria monocytogenes/ 25g	<ul style="list-style-type: none"> • Saturated Fat • Calories • Carbohydrates • Sugar • Trans Fatty Acid
3	CocoChoc Lite (Skimmed Chocolate-Flavored Coconut Milk Drink)	Cocoplus Aquarian Development Corp	Yeast and Mold Count, CFU/mL Coliforms, CFU/mL Aerobic Plate Count, CFU/mL	
4	Kyuree (12-in-1 Fermented Herbal Powder Drink)	Delfa's Food Products	Aerobic Plate Count, CFU/g Yeast and Mold Count, CFU/g Coliforms, CFU/g	
5	Biscocoti (Toasted Coconut Biscuits)	Harito Food Products	Coliforms, CFU/g Salmonella/25g	

6	Bleu du Ciel Chicken (Chicken Turmeric Paella)	Blue Macay Food Mfg. Corp.	<p><u>For the Chicken Paella Mix</u> Clostridium perfringens, CFU/g Yeast and Mold Count, CFU/g Coliforms, CFU/g Aerobic Plate Count, CFU/g Salmonella/ 25g</p> <p><u>For Dried Pineapple Bits</u> Yeast, CFU/g Mold Count, CFU/g E. coli - MPN/g, CFU/g, /25g Salmonella/25g</p>	<ul style="list-style-type: none"> Label Drafting based on RENI format If necessary, sample preparation/s or materials For FLIP Beer and Purple Mountain only: Alcohol content <p><i>**For Bleu du Ciel, only the Chicken Paella Mix will undergo nutritional analysis</i></p>
7	L’Xir O’Samba (Oregano-Sambong-Banaba Fermented Herbal Tonic Vinegar)	Pasciolco Agriventures	Salmonella/ 25g S. aureus, CFU/g	
8	L’Xir BaBaBepps (Bayleaf-Basil-Peppercorn Fermented Herbal Tonic Vinegar)		Salmonella/ 25g S. aureus, CFU/g	
9	L’Xir Lemone-G (Lemongrass-Guava-Guyabano Fermented Herbal Tonic Vinegar)		Salmonella/ 25g S. aureus, CFU/g	
10	Fruweets (100% Coconut Nata with Cocosugar)	Escaba Food Products	Acidified sweet preserves: pH ≤ 4.6; (aw) > 0.85 Aerobic Plate Count, CFU/g Yeast and Mold Count, CFU/g Low acid sweet preserves: pH > 4.6; (aw) > 0.85 Commercial Sterility	
11	AP Moringa (All Purpose Fermented Moringa Sprouts)	JPM EcoFarm, Inc.	Aerobic Plate Count, CFU/g Yeast and Mold Count, CFU/g E. coli - MPN/g, CFU/g, /25g Salmonella/25g S. aureus, CFU/g Enterobacteriaceae, CFU/g	
12	FLIP Beer (Fun-Loving Island People Rice Beer)	Palawenyo Brewery	Aerobic Plate Count, CFU/g Yeast and Mold Count, CFU/g Coliforms - MPN/g, CFU/g, /25g E. coli - MPN/g, CFU/g, /25g	
13	Purple Mountain (Violet Rice Beer)	Sagada Cellar Door	Aerobic Plate Count, CFU/g Yeast and Mold Count, CFU/g Coliforms - MPN/g, CFU/g, /25g E. coli - MPN/g, CFU/g, /25g	

Different laboratories may be engaged to conduct microbiological analysis and nutritional analysis.

- Additional analytes or parameters may be added for testing by the laboratory as they deem appropriate based on Philippine FDA-CPR application requirements provided the complete list of analytes or parameters are included in their proposal and corresponding quotation.
- Quantity and other terms for the sending of samples shall be determined by the laboratory/ies.
- Reports to be generated must be on a per product basis reflecting the corresponding results of their microbiological and nutritional analysis.

III. Qualifications of the Technical Provider

- Must be a company based in the Philippines

2. Recognized and/or accredited by the Philippine Accreditation Bureau (PAB) with parameters based on Philippine FDA's standards
3. Has the absorptive capacity in terms of manpower, equipment and facilities, and schedule as stated below to undertake the project

The company profile and a certification from the PAB and/or its equivalent must be submitted.

IV. Budget and Mode of Procurement

The Approved Budget for the Contact (ABC) is PhP365,000.00, inclusive of all applicable taxes and fees, remuneration / professional fee, and incidental expenses such as printing of reports, retests, if necessary, communications, and delivery broken down as follows:

Microbiological Analysis:	PHP 50,000
Nutritional Analysis:	PHP 315,000

The requirement shall be procured through Small Value Procurement. The lowest calculated and most responsive bid shall be awarded the contact.

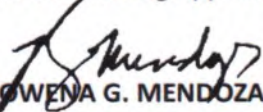
V. Period of Engagement and Terms of Payment

ACTIVITY	TIMELINE	PAYMENT TERMS
Onboarding and Sending of Samples to the Laboratory/ies	max. of 10 working days after issuance of Job Order (JO)	Full payment upon notification via email of the availability of the complete results. Results must be released via email within 24 hours of the receipt of payment.
Release of Results (online or physical)	10-20 working days upon submission of the samples	

Prepared by:


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