



Republic of the Philippines  
**DEPARTMENT OF HEALTH**  
*Metro Manila Center for Health Development*



**SUPPLEMENTAL/ BID BULLETIN NO. 1**

**IB#2024-160**

**Procurement of Service for the Replacement of Parts, including Maintenance and Calibration of Hettich Machine (rebid)**

This Supplemental/Bid Bulletin No. 1 is being issued to revise provisions/specifications in the Bidding Documents for a forecited project:

1. Query during Pre-bidding Conference:		
Technical Specifications	Query	Response of the End User Unit
No changes as stipulated in the technical specification		

Bidders are advised to use the **following attached forms and submit them together with all required documents for the submission of bids on the 25<sup>th</sup> day of October 2024, 9:00 AM:**

This Supplemental/Bid Bulletin No. 1 shall be integral to the Bidding Documents. All other provisions indicated in the bidding documents not affected by this Supplemental/Bid Bulletin No. 1 shall remain in effect.

For guidance and information of all concerned.

Issued this 18<sup>th</sup> day of October 2024 in MMCHD

Approved by:

  
**JEREMIAS FRANCIS Y. CHAN, MD**  
Licensing Officer V / BAC Chairperson

***VII Technical Specifications:***

<b>TERMS OF REFERENCE</b>	
<b>I.</b>	<b>Proposed Procurement Project Name:</b> "Replacement Parts Including Maintenance and Calibration Services for Hettich Roto Silenta 630RS Refrigerated Floor Centrifuge"
<b>II.</b>	<b>Type of Service:</b> <input checked="" type="checkbox"/> Maintenance Service <input type="checkbox"/> Managed Service <input type="checkbox"/> General Services <input type="checkbox"/> Others (Specify)
<b>III.</b>	<b>ABC: Php 1,474,667.00 inclusive of all taxes</b>
<b>IV.</b>	<b>Background and Rationale:</b> The Philippine Blood Center (PBC) under the Department of Health accepted 5 units of Refrigerated Floor Centrifuge from Global Fund in 2014 with a brand and model of Hettich Roto Silenta 630RS with three (3) years warranty in parts and services.  This equipment is used to centrifuge whole blood to allow separation into different components while maintaining constant refrigeration and temperature control; thus, preserving the viable constituents of the blood and blood components.  However, frequent use of the equipment eventually leading to the wear and tear process, three (3) units of this equipment require parts replacement and appropriate maintenance and calibration services to rectify and repair faulty systems and subsequently restore them to their normal working conditions.
<b>V.</b>	<b>Objectives</b> The objective is to engage the services of a Service Provider for replacement parts and perform maintenance and calibration services. The aim is to restore the equipment to optimal operational condition, enhance equipment efficiency, and ensure compliance with established tolerances and limits for in-service operations.

**VI. Scope of Work**

1. Supply and installation of the following replacement parts as required for defective equipment.

Item	Description	Qty.	Unit
<b>I</b>	<b>Rotosilenta 630RS SN: 0001221-23</b>		
	Temperature sensor at the upper side of bottom	1	Pc.
	Temperature sensor at the bottom	1	Pc.
	Temperature sensor	1	Pc.
	Temperature sensor (liquefyer)	1	Pc.
	Converter board LTI-CDB	1	Pc.
	Gas spring 550N for Roto Silenta 630RS (Set)	1	Set
<b>II</b>	<b>Rotosilenta 630RS SN: 0001229-23</b>		
	Static frequency converter 400V	1	Pc.
	Supply Board	1	Pc.
	Converter board LTI-CDB	1	Pc.
	Control panel	1	Pc.
	Gas spring 550N for Roto Silenta 630RS (Set)	1	Set
	Temperature sensor at the upper side of bottom	1	Pc.
	Temperature sensor at the bottom	1	Pc.
	Temperature sensor	1	Pc.
	Over Protection Voltage /Circuit board	1	Pc.
<b>III</b>	<b>Rotosilenta 630RS SN: 0001228-23</b>		
	Static frequency converter 400V	1	Pc.
	Supply Board	1	Pc.
	Converter board LTI-CDB	1	Pc.

2. Apply on-site remedial/corrective maintenance on defective equipment which shall continue until the equipment is fully restored to its working condition.
3. Perform immediate functional check of the equipment after repair.
4. Maintenance and servicing which include the following:
  - a. Surface and interior cleaning and disinfection.
  - b. Removal of contaminants
  - c. Rotors and attachments lubrication
5. All materials and/or spare parts to be used must be brand new.
6. Expenses will be shouldered by the Service Provider in case of damage.
7. The contractor will provide the necessary tools, equipment, and machine needed for the project

<p><b>VII. Deliverables Output</b></p> <ol style="list-style-type: none"> <li>1. The Service Provider shall submit within seven (7) calendar days after issuance of Notice to Proceed with the parts and materials included in corrective maintenance of the equipment.</li> <li>2. Materials delivery report.</li> <li>3. The Service Provider is required to submit a progress status reports weekly, within the duration of the project, reflecting photos of installed parts, actual accomplishment, and partial and final testing results witnessed by the PBC inspector or representatives.</li> <li>4. Project schedules and implementation plan.</li> </ol>
<p><b>VIII. Proposed Terms of Payment &amp; Expected Output to support payment</b></p> <p>The PBC shall pay the Service Provider upon completion of the project. The Service Provider shall submit invoice, service reports, billing statement, list of waste materials, certificate of acceptance, certificate of completion for processing of payment.</p>
<p><b>IX. Service Standard Requirement</b></p> <p>The Service Provider must issue an individual certification/proof for the following:</p> <ol style="list-style-type: none"> <li>1. Must have at least two (2) years of experience in medical equipment repair and maintenance.</li> <li>2. Must have at least two (2) experienced personnel assigned to this contract.</li> <li>3. Must have an Office/ Shop within Metro Manila.</li> <li>4. Certification from Original Equipment Manufacturer (OEM) to supply genuine parts.</li> <li>5. Must be an exclusive distributor of Hettich Roto Silenta 630RS.</li> </ol>
<p><b>X. Warranty</b></p> <p>Provide a guarantee period for the parts replaced for at least one (1) year. In case the units bogged down while on guarantee period, the Service Provider shall repair the equipment free of charge including labor, parts and consumables.</p>
<p><b>XI. Project Duration</b></p> <p>Corrective Maintenance shall commence seven (7) calendar days upon receipt of approved Notice to Proceed (NTP) until thirty (30) calendar days including delivery, installation, and commissioning.</p>
<p><b>XII. Terms and Conditions</b></p> <ol style="list-style-type: none"> <li>1. The Service Provider shall ensure that they follow the terms and conditions required.</li> <li>2. The PBC shall be free from any kind of claims, damages, liabilities, or courses of action in the event the supplier violates any terms and conditions hereof.</li> <li>3. The Service Provider shall provide the PBC with detailed reports documenting the maintenance activities performed, findings, and any recommendations or actions taken.</li> <li>4. The Service Provider shall submit copies of calibration certificates and test results.</li> </ol>
<p><b>XIII. Project Site/s</b></p> <p>6512 Philippine Blood Center, Quezon Avenue, Quezon City</p>
<p><b>XIV. Implementation Agreements</b></p> <p><b>PBC End User Representative</b></p>

**Neil Gannaban**

Chief, Administrative Section  
 6512 Quezon Ave. Diliman Quezon City  
 995-3846 local 212

Item No. 2:

<b>TERMS OF REFERENCE</b>																	
<b>I. Proposed Procurement Project Name:</b>	“Annual Preventive Maintenance and Calibration of Centrifuge, Refrigerated Hettich Rotosilenta 630 RS of the Philippine Blood Center”																
<b>II. Type of Service:</b>	<input checked="" type="checkbox"/> Maintenance Service <input type="checkbox"/> Managed Service <input type="checkbox"/> General Services <input type="checkbox"/> Others (Specify)																
<b>III. ABC:</b>	<b>Php 150,000.00 inclusive of all taxes</b>																
<b>IV. Background and Rationale:</b>	<p>Philippine Blood Center (PBC) under the Department of Health is mandated to provide safe, adequate, and accessible blood and blood products to the network of its blood service facilities. As such, various medical equipment is essential to carry out this mandate to ensure that the blood and blood products manufactured are in accordance with the Good Manufacturing Practices (GMP) thereby, ensuring the safety and quality of such products</p> <p>In this regard, preventive maintenance and calibration services will be statutory for all medical equipment to prolong its lifespan and prevent its failure which will significantly improve its dependability and performance. Hence, it will enhance the efficiency, effectiveness, accuracy, and reliability of the medical equipment.</p>																
<b>V. Objectives</b>	<p>The objective is to engage the services of a Service Provider to provide the essential maintenance and calibration services for the following medical equipment to maintain its operational condition and within the tolerances or limits established for in-service operations.</p>																
<b>VI. Scope of Work</b>	<p>1. Preventive maintenance on the following equipment:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Item</th> <th style="width: 60%;">Description</th> <th style="width: 10%;">Qty.</th> <th style="width: 20%;">Unit</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">I</td> <td>Hettich Rotosilenta 630RS SN: 1221-23</td> <td style="text-align: center;">1</td> <td style="text-align: center;">unit</td> </tr> <tr> <td style="text-align: center;">II</td> <td>Hettich Rotosilenta 630RS SN: 1220-23</td> <td style="text-align: center;">1</td> <td style="text-align: center;">unit</td> </tr> <tr> <td style="text-align: center;">III</td> <td>Hettich Rotosilenta 630RS SN: 1229-23</td> <td style="text-align: center;">1</td> <td style="text-align: center;">unit</td> </tr> </tbody> </table>	Item	Description	Qty.	Unit	I	Hettich Rotosilenta 630RS SN: 1221-23	1	unit	II	Hettich Rotosilenta 630RS SN: 1220-23	1	unit	III	Hettich Rotosilenta 630RS SN: 1229-23	1	unit
Item	Description	Qty.	Unit														
I	Hettich Rotosilenta 630RS SN: 1221-23	1	unit														
II	Hettich Rotosilenta 630RS SN: 1220-23	1	unit														
III	Hettich Rotosilenta 630RS SN: 1229-23	1	unit														

IV	Hettich Rotosilenta 630RS SN: 1216-23	1	unit
V	Hettich Rotosilenta 630RS SN: 1230-23	1	unit
<ol style="list-style-type: none"> <li>2. Perform an immediate functional check of the equipment after calibration.</li> <li>3. Maintenance and servicing which include the following: <ol style="list-style-type: none"> <li>a. Cleaning and Decontamination</li> <li>b. Visual Check</li> <li>c. Check rotor, buckets &amp; inserts for crack, wear and tear corrosion signs</li> <li>d. Check the electrical connection</li> <li>e. Check for control cable connection</li> <li>f. Check for imbalance connection</li> <li>g. Check for lid lock</li> <li>h. Check for power supply</li> <li>i. Greasing</li> <li>j. LCD/LED check <ol style="list-style-type: none"> <li>k. Key button checks</li> <li>l. Calibration</li> </ol> </li> </ol> </li> </ol>			
<p><b>VII. Deliverables Output</b></p> <ol style="list-style-type: none"> <li>1. The Service Provider is required to submit a progress status reports weekly, within the duration of the project, actual accomplishment, and partial and final testing results witnessed by the PBC inspector or representatives.</li> <li>2. Project schedules and implementation plan.</li> </ol>			
<p><b>VIII. Proposed Terms of Payment &amp; Expected Output to support payment</b></p> <p>The PBC shall pay the Service Provider upon completion of the project. The Service Provider shall submit invoice, service reports, billing statement, certificate of acceptance, certificate of completion for processing of payment.</p>			
<p><b>IX. Service Standard Requirement</b></p> <p>The Service Provider must issue an individual certification/proof for the following:</p> <ol style="list-style-type: none"> <li>1. Must have at least two (2) years of experience in medical equipment repair and maintenance.</li> <li>2. Must have at least two (2) experienced personnel assigned to this contract.</li> <li>3. Must have an Office/ Shop within Metro Manila.</li> <li>4. Certificate of Training of the Engineer or Technician for the equipment being maintained from the country of its origin or exclusive distributor.</li> </ol> <p>Technical documentary requirements to be submitted by the service provider during the Submission and Opening of Bids:</p> <ol style="list-style-type: none"> <li>a. Certificate of Site Inspection</li> </ol>			
<p><b>X. Warranty</b></p> <p>Provide a guarantee period for of at least six (6) months. In case the units are bogged down while on the guarantee period, the Service Provider shall check the equipment free of charge including labor.</p>			

<b>XI.</b>	<b>Project Duration</b>
	Preventive Maintenance shall commence seven (7) calendar days upon receipt of the approved Notice to Proceed (NTP) until thirty (30) calendar days including calibration, testing, and commissioning.
<b>XII.</b>	<b>Terms and Conditions</b>
	1. The Service Provider shall ensure that they follow the terms and conditions required.
	2. The PBC shall be free from any kind of claims, damages, liabilities, or courses of action in the event the supplier violates any terms and conditions hereof.
	3. The Service Provider shall provide the PBC with detailed reports documenting the maintenance activities performed, findings, and any recommendations or actions taken.
	4. The Service Provider shall submit copies of calibration certificates and test results.
<b>XIII.</b>	<b>Project Site</b>
	6512 Philippine Blood Center, Quezon Avenue, Quezon City
<b>XIV.</b>	<b>Implementation Agreements</b>
	<b>PBC End User Representative</b>
	<b>Neil Gannaban</b>
	Chief, Administrative Staff
	6512 Quezon Ave. Diliman Quezon City
	995-3846 local 212

Item No. 3:

<b>I.</b>	<b>Proposed Procurement Project Name:</b> "Annual Preventive Maintenance and Calibration of Hettich Clinical Centrifuge of the Philippine Blood Center"
<b>II.</b>	<b>Type of Service:</b> <input checked="" type="checkbox"/> Maintenance Service <input type="checkbox"/> Managed Service <input type="checkbox"/> General Services <input type="checkbox"/> Others (Specify)
<b>III.</b>	<b>ABC: Php 93,000.00 inclusive of all taxes</b>
<b>IV.</b>	<b>Background and Rationale:</b>
	Philippine Blood Center (PBC) under the Department of Health is mandated to provide safe, adequate, and accessible blood and blood products to the network of its blood service facilities. As such, various medical equipment is essential to carry out this mandate to ensure that the blood and blood products manufactured are in accordance with the Good Manufacturing Practices (GMP) thereby, ensuring the safety and quality of such products
	In this regard, preventive maintenance and calibration services will be statutory for

all medical equipment to prolong its lifespan and prevent its failure which will significantly improve its dependability and performance. Hence, it will enhance the efficiency, effectiveness, accuracy, and reliability of the medical equipment.

#### **V. Objectives**

The objective is to engage the services of a Service Provider to provide the essential maintenance and calibration services for the following medical equipment to maintain its operational condition and within the tolerances or limits established for in-service operations.

#### **VI. Scope of Work**

1. Preventive maintenance on the following equipment:

<b>Item</b>	<b>Description</b>	<b>Qty.</b>	<b>Unit</b>
I	Centrifuge, Clinical Hettich Rotofix 32A	11	units
II	Centrifuge, Clinical Hettich Universal 320	1	unit

2. Perform an immediate functional check of the equipment after calibration.
3. Maintenance and servicing which include the following:
  - a. Cleaning and Decontamination
  - b. Visual Check
  - c. Check electrical connection
  - d. Lid lock check
  - e. Calibration of speed and time
  - f. Removal of radioactive contaminants
  - g. Greasing of rotors and attachments

#### **VII. Deliverables Output**

1. The Service Provider is required to submit a progress status reports weekly, within the duration of the project, actual accomplishment, and partial and final testing results witnessed by the PBC inspector or representatives.
2. Project schedules and implementation plan.

#### **VIII. Proposed Terms of Payment & Expected Output to support payment**

The PBC shall pay the Service Provider upon completion of the project. The Service Provider shall submit invoice, service reports, billing statement, certificate of acceptance, certificate of completion for processing of payment.

#### **IX. Service Standard Requirement**

The Service Provider must issue an individual certification/proof for the following:



1. Must have at least two (2) years of experience in medical equipment repair and maintenance.
2. Must have at least two (2) experienced personnel assigned to this contract.
3. Must have an Office/ Shop within Metro Manila.
4. Certificate of Training of the Engineer or Technician for the equipment being maintained from the country of its origin or exclusive distributor.

Technical documentary requirements to be submitted by the service provider during the Submission and Opening of Bids:

a. Certificate of Site Inspection

**X. Warranty**

Provide a guarantee period for of at least six (6) months. In case the units are bogged down while on the guarantee period, the Service Provider shall check the equipment free of charge including labor.

**XI. Project Duration**

Preventive Maintenance shall commence seven (7) calendar days upon receipt of the approved Notice to Proceed (NTP) until thirty (30) calendar days including calibration, testing, and commissioning.

**XII. Terms and Conditions**

The Service Provider shall ensure that they follow the terms and conditions required.

2. The PBC shall be free from any kind of claims, damages, liabilities, or courses of action in the event the supplier violates any terms and conditions hereof.
3. The Service Provider shall provide the PBC with detailed reports documenting the maintenance activities performed, findings, and any recommendations or actions taken.
4. The Service Provider shall submit copies of calibration certificates and test results.

**XIII. Project Site**

6512 Philippine Blood Center, Quezon Avenue, Quezon City