Republic of the Philippines
Province of Pampanga
City of San Fernando
Office of the Bids and Awards Committee

REQUEST FOR QUOTATION

(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)

Project Title : **Supply and Delivery of Trinocular Biological Compound Microscopes with Built-In Digital Camera to be used at the Biology/Life Sciences Laboratory of the City College of San Fernando, Pampanga**

Location of the Project : **City College of San Fernando, Pampanga**

_____
Company Name

_____
Address

Date : **Mar 25, 2025**

PR No. : **2025-03-00699**

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Monday, March 31, 2025 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga**.

Canvassed by:

Paolo Cesar E. Areola

Approved by:

Engr. Michael N. Quizon, Jr.
BAC Chairperson

NOTE:
1. ALL ENTRIES MUST BE READABLE
2. DELIVERY PERIOD WITHIN _____ CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	2	unit(s)	TRINOCULAR BIOLOGICAL COMPOUND MICROSCOPE + 5MP USB DIGITAL CAMERA Specifications: -40X to 2000X magnification range for studying a range of specimens including hair follicles, cells, and bacteria. -10X and 20X eyepieces provide 8 unique magnification settings. -Professional features include a Siedentopf trinocular head for precise adjustments, a 2-layer mechanical stage with low-position controls, and coaxial coarse and fine focus for ergonomics and an efficient workflow. -Halogen lighting reduces eye-strain for prolonged use. -The trinocular photo port allows easy mounting of camera. -Monitor and capture photos and videos with the included 5MP USB 2.0 camera. -with Professional microscopy software for Windows, Mac, and Linux provide tools for image processing, measuring, and more. Optical System: Finite-conjugate Mechanical Tube Length: 160mm Head: Trinocular, 30° incline, 360° rotatable Interpupillary Adjustment: Siedentopf compensation-free gemel Ocular Diameter: 23mm Eyepieces: 10X, 20X Photo Port: height-adjustable 23mm tube, CX series, simul-focal, simul-focal Objective Lenses: DIN Standard Objective Parfocal Distance: 45mm Objective Mounting Thread: RMS 20.32mm			

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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
			Objective Turret: quadruple Focusing System: Coaxial coarse and fine focus, upper limit-stop, tension control Focus Range:30mm Division of Fine Focus: 0.002mm Stage Design: Double-layer with caliper Stage Dimensions: 140mm x 140mm X-Y TRanslation Range: 75mm x 45mm Transmitted Illumination: 20W halogen Condenser: NA1.25 Abbe condenser with iris diaphragm, 32mm filter holder Sub-stage Condenser-holder: rack and pinion Power: 110VAC 60Hz Objective Lenses: 4X- achromatic- 0.10 10X- achromatic- 0.25 40X- achromatic- 0.65 100X- achromatic- 1.25 Camera Specifications: Sensor Type: CMOS Sensor Optical Format: 1/2.5" Active Pixels: 5M (2592 x 1944) Pixel Size: 2.2µm x 2.2µm Active Sensor Area: 5.7mm x 4.28mm Shutter: electronic rolling shutter Sensitivity: 0.53V/Lux-sec Spectral Response: 380-650nm with IR-cut filter Capture Resolution and Maximum Framerate: 5fps @ 2592x194418fps @ 1280x96060fps @ 640x480 Connectivity: USB 2.0 Lens-mount: C-mount Compensating Lens: 0.5X Power: 5VDC over USB Software: Windows (32/64 bit) XP/Vista/7/8/10, Mac OS 10.8+, Linux kernel 3.13+ Intel Core2 2.8GHz or comparable processor, 4GB RAM Inclusions: One trinocular head One microscope body One photo port Four objective lenses: 4X, 10X, 40X, 100X One pair 10X eyepieces One pair 20X eyepieces One power cord (US and Canada standard) One dust cover Three color filters (blue, green, yellow) One spare halogen bulb One spare fuse One C-mount USB camera One 0.5X reduction lens Two sizing adapters One USB Type B to USB type A cable			

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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
				Total Amount:		

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

_____
Printed Name/ Signature

_____
Tel No./ Cellphone No.

_____
Date

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF TRINOCULAR COMPOUND MICROSCOPES WITH BUILT-IN DIGITAL CAMERA TO BE USED AT THE BIOLOGY/LIFE SCIENCES LABORATORY OF THE CITY COLLEGE OF SAN FERNANDO PAMPANGA, CITY CIVIC CENTER CAMPUS

I. BACKGROUND

In biology, the compound microscope is an indispensable tool that allows scientists to explore the microscopic world, from cell structures to microorganisms and tissues.

While traditional biological compound microscopes provide simple, high-quality optical magnification, digital compound microscopes enhance usability, documentation, and collaboration, making them ideal for teaching, research and virtual learning.

A modern compound microscope with a digital camera can capture and display images on a computer screen, projector, or mobile device which is beneficial for classroom teaching and research discussions. It helps students and educators study microscopic structures in detail without having to rely solely on eyepieces. Moreover, it supports interactive learning and facilitates collaboration among students, researchers, and medical professionals by sharing images remotely, making it easier to highlight and explain key features of cells, tissues, and microorganisms.

In the establishment of a new campus building at the City Civic Center, there is a need for a modern Biology/Life Sciences Laboratory equipped with advanced and state-of-the-art biological compound microscope with digital camera for the Science major students of the City College of San Fernando Pampanga, to fulfill its mandate of providing quality tertiary education for the Fernandinos.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the Supply and Delivery of Trinocular Biological Compound Microscopes with Built-In Camera to be used at the Biology/Life Sciences Laboratory of the City College of San Fernando, Pampanga is included in the **PPMP with the Ref. No. 2025-1846** and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of **ONE HUNDRED THOUSAND PESOS ONLY (P 100,000).**

III. OBJECTIVES

The objectives of the Supply and Delivery of Trinocular Biological Compound Microscopes with Built-In Camera to be used at the Biology/Life Sciences Laboratory of the City College of San Fernando, Pampanga are as follows:

1. To provide students with access to cutting-edge scientific technical equipment such as biological compound microscopes with digital camera to engage in practical experiments and investigations, fostering a deeper understanding of biological concepts;
2. To ensure that there will be adequate advanced equipment in the new Biology/Life Sciences Laboratory for the Science major students of the CCSFP.

IV. TERMS AND CONDITIONS

During the procurement process and delivery/ implementation of the contract, the end- user and the supplier/ contractor shall:

a. Specifications/ Schedule of Requirements

Qty.	Unit	Item Description/ Specifications	Delivery Date	Location
2	units	**TRINOCULAR BIOLOGICAL COMPOUND MICROSCOPE + 5MP USB DIGITAL CAMERA** Specifications: -40X to 2000X magnification range for studying a range of specimens including hair follicles, cells, and bacteria. -10X and 20X eyepieces provide 8 unique magnification settings. -Professional features include a Siedentopf trinocular head for precise adjustments, a 2-layer mechanical stage with low-position controls, and coaxial coarse and fine focus for ergonomics and an efficient workflow. -Halogen lighting reduces eye-strain for prolonged use. -The trinocular photo port allows easy mounting of camera. -Monitor and capture photos and videos with the included 5MP USB 2.0 camera. -with Professional microscopy software for Windows, Mac, and Linux provide tools for image processing, measuring, and more. Optical System: Finite-conjugate Mechanical Tube Length: 160mm Head: Trinocular, 30° incline, 360° rotatable Interpupillary Adjustment: Siedentopf compensation-free gemel Ocular Diameter: 23mm Eyepieces: 10X, 20X Photo Port: height-adjustable 23mm tube, CX series, simul-focal, simul-focal Objective Lenses: DIN Standard Objective Parfocal Distance: 45mm Objective Mounting Thread: RMS 20.32mm Objective Turret: quadruple	30 days after the approval of the NTP and PO	CGSO Central Storage

		Focusing System: Coaxial coarse and fine focus, upper limit-stop, tension control Focus Range:30mm Division of Fine Focus: 0.002mm Stage Design: Double-layer with caliper Stage Dimensions: 140mm x 140mm X-Y TRanslation Range: 75mm x 45mm Transmitted Illumination: 20W halogen Condenser: NA1.25 Abbe condenser with iris diaphragm, 32mm filter holder Sub-stage Condenser-holder: rack and pinion Power: 110VAC 60Hz Objective Lenses: 4X- achromatic- 0.10 10X- achromatic- 0.25 40X- achromatic- 0.65 100X- achromatic- 1.25 Camera Specifications: Sensor Type: CMOS Sensor Optical Format: 1/2.5" Active Pixels: 5M (2592 x 1944) Pixel Size: 2.2µm x 2.2µm Active Sensor Area: 5.7mm x 4.28mm Shutter: electronic rolling shutter Sensitivity: 0.53V/Lux-sec Spectral Response: 380-650nm with IR-cut filter Capture Resolution and Maximum Framerate: 5fps @ 2592x194418fps @ 1280x96060fps @ 640x480 Connectivity: USB 2.0 Lens-mount: C-mount Compensating Lens: 0.5X Power: 5VDC over USB Software: Windows (32/64 bit) XP/Vista/7/8/10, Mac OS 10.8+, Linux kernel 3.13+ Intel Core2 2.8GHz or comparable processor, 4GB RAM Inclusions: One trinocular head One microscope body One photo port Four objective lenses: 4X, 10X, 40X, 100X One pair 10X eyepieces One pair 20X eyepieces One power cord (US and Canada		

		standard) One dust cover Three color filters (blue, green, yellow) One spare halogen bulb One spare fuse One C-mount USB camera One 0.5X reduction lens Two sizing adapters One USB Type B to USB type A cable		

b. Procurement Process

1. For the End- user, ensure the completion of the documents in order to proceed with the procurement process.

2. For the supplier/ provider, ensure the completeness of the documents being required by the Bids and Awards Committee (BAC) for the procurement process on- time based on the procurement schedule including this TOR duly signed by the end- user and conformed by the supplier/ contractor.

3. If the procurement process reaches the ensuing year, observe that the allowed transaction is only up to what is stipulated in the contract.

4. For the End- user, present clearly this TOR during the Pre- Bid Conference for the information of the prospective bidder/s (for Competitive/ Public Bidding), and present by the Buyer with the assistance of the End- user (for Alternative Methods of Procurement).

5. Ensure to supply the requirements upon issuance of PO.

6. Comply with the provisions of the Procurement Law regardless of the mode of procurement, whether Competitive/ Public Bidding or the use of Alternative Methods of Procurement.

c. Delivery/ Implementation period

1. Strictly observe the "No Purchase Order (PO)/ Delivery Order Contract (DOC), No Delivery" Policy and comply with the delivery period.
2. The Delivery Period shall be 30 days upon the approval of the NTP and PO.
3. During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO/ Contract including the Delivery Schedule, Penalty, among others.
4. In case there is a change in the Delivery Schedule and specifications, the End- user through the Procurement Officer shall coordinate with the CGSO- Procurement Management Division (PMD) for the latter to advise the supplier/ contractor regarding the concern.
5. Coordination with the supplier/ contractor shall be the function of the CGSO- PMD as its mandate.

d. Inspection and Acceptance

1. The CGSO- PSMD shall inspect and accept the delivery.
2. The supplier/contractor shall present the PO and issue Sales Invoice.
3. The CGSO- PSMD shall prepare the corresponding Inspection and Acceptance Report/s.

Such documents will be used in notifying the concerned offices on the delivery such as the City Accountant's Office (CAccO) and Commission on Audit (COA) to include the same in the Payables.

V.DELIVERABLES BY THE SUPPLIER/ CONTRACTOR AND THE CITY GOVERNMENT

The deliverables of the supplier/ contractor shall be as follows:

a. Provide the quantity of trinocular compound microscope with buit-in digital camera being required by the project/ program; and
b. Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

The deliverables of the City Government shall be as follows:

a. On- time payment of the supplier/ contractor i.e., 15 days after delivery regardless if the delivery is per month or Ordering Agreement.
b. End- user shall monitor the delivery of requirements.
c. The Procurement Officer shall assist in the monitoring, delivery and on- time payment of the supplier.
d. Provide necessary and readily- available documents such as during the conduct of post-audit.
e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.

Prepared by:

MELANIE O. JUNIO
Laboratory-in-Charge/End- user

Approved by:

ATTY. GLORIA J. VICTORIA-BAÑAS
City College Administrator

CONFORME:

_____
Signature over printed name

_____
Date

Note: The TOR shall form part of the Contract and should be strictly followed by both parties otherwise, the implementation of the project/ program might be affected as well as the performance of the supplier/ contractor.