



Santa Maria WATER DISTRICT

February 22, 2023
PROC-BCR-2023-02-021

BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT TO AMEER DIAGNOSTIC LABORATORY

WHEREAS, the Water Resource Division has prepared a Work Request No. WR-2023-01-001 for the procurement of a Service Provider for Total Fecal, Total Coliform and Heterotropic Plate Count Test, Physical and Chemical Analysis of water samples to ensure compliance of product water with the PNSDW. The PR was then approved by the HOPE on January 24, 2023:

WHEREAS, the project is included in the APP for the year 2023 with a total Approved Budget for the Contract (ABC) amounting to Nine Hundred Eighty Eight Thousand Five Hundred Seventy-Five Pesos (P988,575.00) to be procured under Section 53.9 (b) Negotiated Procurement – Small Value Procurement of 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No.9184;

WHEREAS, the procurement activity has been initiated by publishing the RFQ in Philgeps for five (5) consecutive days from February 1 to 6, 2023 with PhilGEPS Reference Number 9440499. The RFQ was likewise published in the website of the Procuring Entity;

WHEREAS, three (3) known service providers submitted quotation and on February 7, 2023 after the advertisement was put to a close, an Abstract of Quotation (A2023-006) has been prepared for verification of the offer. The offer of the service providers did not exceed the Approved Budget of the Contract, to wit:

QTY	UNIT	ITEMS/DESCRIPTIONS	AMEER DIAGNOSTIC LABORATORY	SCIENTIA TECH CO.	PLATINUM RESEARCH LABORATORY, INC.
840	sample	Monthly Biological Analysis (Total Fecal/Coliform, HPC Test)	462,000.00	504,000.00	952,000.00 (lot)
70	sample	Annual Physical and Chemical Analysis	336,000.00	343,000.00	
		TOTAL OFFER	798,000.00	847,000.00	952,000.00

WHEREAS, after assessment and confirmation of the price and documents submitted by the Service Providers, the offer of Ameer Diagnostic Laboratory was found and declared to be the lowest and most advantageous to the district. Post qualification was also done to the company and found it responsive;

WHEREAS, the delivery of services shall be based on the Schedules to be provided by the Water Services Division and payment for the services shall be upon completion of the services required as certified completed by the end user. Terms of Reference (TOR) prepared by the end user shall be the guidebook for other stipulations;

NOW, THEREFORE, with the foregoing findings, we, the members of the BAC, hereby RESOLVE, as it is hereby RESOLVED, to recommend to the Head of Procuring Entity (HOPE), Engr. Carlos N. Santos, Jr., the award of the project, "MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL WATER ANALYSIS FOR CY 2023 to **AMEER DIAGNOSTIC LABORATORY of A. Mabini St., Mojon, Malolos City, Bulacan** with a total contract price of Seven Hundred Ninety-Eight Thousand Pesos (P798,000.00)



Santa Maria

WATER DISTRICT

Resolved this 22nd day of February 2023 in Santa Maria Water District's Office, Santa Maria, Bulacan.

Sgd.

Maria Leonora S. Romarate
BAC - Chairperson

Sgd.

Mark Lackie D.J Porciuncula
BAC Member - Financial

Sgd.

Mary Diana S. Dela Cruz
BAC Member - Legal

Sgd.

Engr. Mac Daniel C. Alejandro
BAC End-User

Sgd.

Engr. Edgardo E. dela Torre, Jr.
BAC Member - Technical

Approved by:

Sgd.

Engr. Carlos N. Santos Jr.
General Manager

Page 2 of 2

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Santa Maria WATER DISTRICT

CONTRACT AGREEMENT CA-2023-03-006

Project: MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL WATER ANALYSIS FOR 2023
Reference no. WR-2022-05-001

KNOW BY ALL MEN THESE PRESENTS

This Contract Agreement is made and entered into this 14th day of March 2023 Santa Maria, Bulacan, by and between:

SANTA MARIA WATER DISTRICT, a government owned and/or controlled corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines with principal office address at #302 J. P Rizal St., Poblacion, Santa Maria Bulacan, herein represented by its General Manager, **Engr. Carlos N. Santos Jr.**, hereinafter referred to as the **"CLIENT"**;

-and-

AMEER DIAGNOSTIC LABORATORY, a private laboratory company organized and existing and licensed under Philippine laws with business address at A. Mabini St., Mojon, Malolos, Bulacan, represented by its Proprietor, **Amira De Leon Arroyo**, hereinafter referred to as the **"Contractor"**.

WITNESSETH:

WHEREAS, the Contractor has been registered and accredited by the Department of Health (DOH), and an independent water laboratory with substantial capital, equipment and expertise, primarily engaged in the business of providing physical and chemical analysis and microbiological analysis services;

WHEREAS, the District is in need of a Contractor who will provide physical and chemical analysis and microbiological analysis services to ensure the safety of drinking water that the District provides to the general public;

WHEREAS, the Contractor has offered its services and expertise to perform the specific job for the District and the District has accepted the offer;

NOW, THEREFORE, for and in consideration of the foregoing premises, and the terms and conditions hereafter specified, the parties mutually agree, as do they hereby agree with the Terms of Reference (TOR) as follows:

ARTICLE I OBJECTIVE

The Santa Maria Water District (SMWD) intends to engage the services of a Supplier/Contractor with the necessary expertise, experience, and capacity to provide the needs of SMWD for the monthly microbiological test and annual physical-chemical analysis

ARTICLE II PROJECT COVERAGE

2.1. Microbiological Test for SMWD Pump Stations, Bulk Water Suppliers, and Concessionaires



Santa Maria

WATER DISTRICT

- 2.2. Physical-Chemical Analysis of Water Sources of Santa Maria Water District
- 2.3. Additional (Emergency Cases) Microbiological Test and Physical-Chemical Analysis

ARTICLE III SCOPE OF WORK:

3.1. Monthly Microbiological Testing, 65 to 70 samples

- a. Total Coliform
- b. Thermotolerant Coliform/E.Coli
- c. Heterotropic Plate Count (HPC)

3.2 Annual Physical-Chemical Analysis, 60 to 70 samples

- a. Arsenic
- b. Turbidity
- c. Color (Apparent)
- d. PH
- e. Total Dissolved Solids
- f. Sulfate
- g. Nitrate
- h. Chloride
- i. Iron
- j. Manganese
- k. Cadmium
- l. Lead

ARTICLE IV PAYMENT RATE AND SCHEDULE

- 4.1 Supplier/Contractor, shall submit a monthly statement of account/billing notice for Microbiological Test and/or Physical-Chemical Analysis done.
- 4.2 The Santa Maria Water District shall pay the Contractor via check payment, within thirty (30) working days upon receipt of billing notice.
- 4.3 The district shall deduct seven (7%) percent from the total billing amount to cover withholding tax and expanded value-added taxes to be remitted to the Bureau of Internal Revenue (BIR).
- 4.4 The amount of work is as follows:

Description	Qty	Unit Cost	Amount
Microbiological Analysis -Total Fecal, Total Coliform, Heterotropic Plate Count Test	840	550.00	462,000.00
Annual Physical and Chemical Analysis Required Methodologies: 9215 B Pour Plate Method 9221 Multiple Tube Fermentation Technique 9221 E1 Multiple Tube Fermentation Technique (for Thermotolerant-fecal coliforms)	70	3,850.00	269,500.00
TOTAL			798,000.00





Santa Maria

WATER DISTRICT

ARTICLE V GENERAL CONDITIONS

- 5.1. Conduct Physical and chemical analysis for new or newly constructed water sources while annual or semi-annual examination shall be conducted for existing water samples.
- 5.2. Conduct on a monthly basis, examination for microbiological analysis. The minimum frequency of sampling is based on the Philippine National Standard for Drinking Water (PNSDW).
- 5.3. The collection of water samples shall comply with the standard sampling requirements as stated in the Philippine National Standard for Drinking Water (PNSDW).
- 5.4. Supplier/Contractor shall ensure that all methods and procedures of sampling, handling, testing, interpretation, and evaluation of results shall comply with Philippine National Standards for Drinking Water of 2017 (PNSDW 2017).
- 5.5. Supplier/Contractor shall submit Microbiological Test and Physical-Chemical Analysis step by step process from sampling to release of the result including holding time of collected sample before the testing that act in accordance with Philippine National Standards for Drinking Water of 2017 (PNSDW 2017).
- 5.6. Only certified sampling personnel shall collect water samples for regulatory purposes.
- 5.7. All water samples for regulatory purposes shall be examined ONLY on DOH-Accredited Laboratory. The Standard methods of examination shall be based on the "22nd edition (2012) of the Standard Methods for the Examination of Water and Wastewater", which includes Microbiological, Physical, and Chemical Analysis.
- 5.8. That result of the examination shall be submitted to the District not exceeded (7) seven working days upon availability. Advance copy (e-copy) of Microbiological Test results should be submitted at least 4 working days after collection of samples. Advance copy (e-copy) of Physical-Chemical Analysis results should be submitted at least 7 working days after collection of samples.
- 5.9. The number of samples indicated in this contract is stated based on the annual projection for the current year but shall not restrict the District if additional samples are needed in order to comply with its statutory obligation.
- 5.10. The cost of travel/transport to SMWD shall be at the account of the contractor. Traveling around sampling areas of 2 laboratory samplers of the contractor alongside SMWD personnel shall be at the account of SMWD. Unless restricted by health protocols, the supplier/contractor shall carry the cost of travel around the sampling area.



Santa Maria

WATER DISTRICT

- 5.11. All workers/samplers shall wear personal protective equipment, including facemasks.
- 5.12. In case of discrepancies, on-site modifications, and other project-related concerns, the Supplier/Contractor shall coordinate with SMWD representative before execution of work
- 5.13. All consumables including thermal containers and sample bottles that are necessary to complete the project shall be at the expense of the Supplier/Contractor.
- 5.14. That the Santa Maria Water District reserves the right to terminate the service of the Contractor at any time prior the end of the contract period if SMWD deems services are not on par with SMWD policies and standards

This Contract shall be for twelve (12) months commencing on April 1, 2023 and will end on March 31, 2024

IN WITNESS WHEREOF, the parties have signed this contract this **APR 12 2023** day March 2023 in Santa Maria, Bulacan.

SANTA MARIA WATER DISTRICT
By:

Sgd.
ENGR. CARLOS N. SANTOS, JR.
General Manager

AMEER DIAGNOSTIC LABORATORY
By:

Sgd.
MS. AMIRA DE LEON ARROYO
Proprietor

SIGNED IN THE PRESENCE OF:

Sgd.
MS. AMELIA S. DE JESUS
Chairperson, SMWD Board of Directors

Sgd.
MS. MARIA LEONORA S. ROMARATE
Chairperson, SMWD Bids and Awards Committee



Santa Maria

WATER DISTRICT

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF BULACAN) S.S.
MUNICIPALITY OF SANTA MARIA)

APR 12 2023

BEFORE ME, this _____ day of March 2023 personally appeared:

Name	
MS. AMIRA DE LEON ARROYO	TIN: 244-489-538-000
ENGR. CARLOS N. SANTOS JR.	TIN: 163-672-791-000

Who made known to me that they are the same persons who executed the foregoing instrument and acknowledged to me that the same is their own free and voluntary act and deed as well as that of the entities they respectively represent.

This instrument refers to a CONTRACT AGREEMENT, consisting of five (5) pages including this page, each of which is duly signed by the parties to the instrument and those of the witnesses and sealed with the notarial seal.

WITNESS MY HAND AND SEAL on the day, year and place first above written

Doc. No. 350
Page No. 71
Book No. 5
Series of 2023

ATTY. REYNALDO G. TANTE
NOTARY PUBLIC
 UNTIL DECEMBER 31, 2023
 3RD UNIT 2ND FLOOR MAXFEL BLDG.
 D. C. DE JESUS STREET, POBLACION
 SANTA MARIA, BULACAN
 PTR NO. 0001098005 01-03-2023
 IBP NO. 155640 01-29-21
 ROLL NO. 41600
 MCLE COMPLIANCE VII NO. 0002641 02-29-20
 PNC 64 - MB - 2021

NOTICE OF AWARD

NOA-2023-03-014

March 13, 2023

Amira De Leon Arroyo
Proprietor
AMEER DIAGNOSTIC LABORATORY
A. Mabini St. Mojon Malolos, Bulacan

MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL WATER ANALYSIS FOR 2023

PR/WR: WR-2022-05-001

We are happy to inform you that the project stated above is hereby awarded in favor of your company with the following details:

BAC Resolution No. : PROC-BCR-2023-02-021
Contract Cost : ₱798,000.00
Amount in Words : Seven Hundred Ninety Eight Thousand Pesos
Purchase/Work Order No. : 2023-03-0022
Date Issued : 03/10/2023

You are to sign or confirm this Notice of Award and to deliver the goods/services or implement the project based on the schedule of delivery/implementation stated in the Purchase/Work Order. The Procuring Entity shall be notified within two (2) days prior to delivery or implementation.

Very truly yours,

Sgd.
ENGR. CARLOS N. SANTOS, JR.
General Manager

Conforme:

Printed Name: Amira Arroyo
Signature: Sgd.
Date : _____

"YOUR WATER, OUR OBLIGATION
YOUR CONVENIENCE, OUR SERVICE"





Santa Maria

WATER DISTRICT

NOTICE TO PROCEED

NTP-2023-03-012

March 14, 2023

Amira De Leon Arroyo
Proprietor
AMEER DIAGNOSTIC LABORATORY
A. Mabini St. Mojon Malolos, Bulacan

This is to inform you that Purchase/Work Order stated below has been approved. You may now proceed with the implementation of the project effective upon the receipt of this notice.

Project Name	:	MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL WATER ANALYSIS FOR 2023
Purchase/Work Order No.	:	2023-03-0022
Date Approved	:	03/14/2023
Contract Cost	:	₱798,000.00
Amount in Words	:	Seven Hundred Ninety Eight Thousand Pesos

Very truly yours,

Sgd.
ENGR. CARLOS N. SANTOS, JR.
General Manager

I acknowledge receipt of this Notice on:

Printed Name: Amira Arroyo
Signature: Sgd.
Date: _____

"YOUR WATER, OUR OBLIGATION
YOUR CONVENIENCE, OUR SERVICE"



WORK ORDER

WR No.: WR-2022-05-001 Date: 05/30/22 WO No.: 2023-03-0022
 AOQ No.: A2023-006 Date: 03/10/23 Philgeps Refence No. 9440499 & Date: 03/10/23

The Work Order is hereby awarded to **AMEER DIAGNOSTIC LABORATORY** with business address at A. Mabini St. Mojon Malolos, Bulacan for work items as described below:

TIN: 244-489-538-000 VAT **NON-VAT** Mode of Procurement Negotiated Procurement - Small Value Procurement Payment Term: 30 working days upon receipt of billing notice

No.	Work Items	Quantity	Unit	Amount	Condition
1	<p>Microbiological Water Test and Physical-Chemical Water Analysis for 2023. To ensure compliance of product water with the PNSDW.</p> <p>Total Fecal, Total Coliform, and Heterotropic Plate Count Test of 840 samples @ P 550.00 per sample. Physical-Chemical Analysis of 70 samples @ P 4,800.00 per sample. Required methodologies: 9215 B Pour Plate Method, 9221 Multiple Tube Fermentation Technique, 9221 E1 Multiple Tube Fermentation Technique (for Thermotolerant-fecal Coliforms)</p> <p><i>Microbiological testing 840 samples @ 550.00 = ₱462,000.-</i> <i>Annual Physical & chem. Analysis 70 samples @ 4,800.- = 336,000.-</i> <i>₱ 798,000.-</i></p>	1	LOT	798,000.00	Payment shall be based on the actual quantity completed and accepted. The SMWD reserves the right to change portion or part of this Work Order. In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on undelivered services

Total Agreed Price: ₱ 798,000.00

Prepared by: Sgd. Marichu Y. Ferrer Procurement Assistant Checked and Verified by: Sgd. Engr. Mac Daniel C. Alejandro End-User/Implementing Unit Certified Funds Available: Sgd. Jovita I. Dalmacio Department Manager B - AFGS Approved for Implementation: Sgd. Engr. Carlos N. Santos Jr. General Manager Conforms: Sgd. Amira Arroyo Supplier/Contractor

Fund Cluster: M00E BUR No. 23-03-0206 Date: 3/10/23
 Funds Available: ₱ 798,000.- Amount: ₱ 798,000.-