

MARKET SCOPING CHECKLIST

1. AGENCY INFORMATION

Name of Procuring Entity	GENERAL SERVICES OFFICE
End-User/Implementing Unit	INSTRUMENTATION AND CALIBRATION OFFICE
Name & Designation of Representative	JANNA MARI ROSE J. CAÑO, dDRC

2. PROJECT OVERVIEW

Project Name	CALIBRATION (OUTSOURCE)
Estimated Budget	₱67,270.00
Period of Market Scoping [From (mm/yyyy) To (mm/yyyy)]	From October 2025 to November 2025
Expected Date of Delivery (mm/yyyy)	November 2025

3. MARKET SCOPING ACTIVITY/IES CONDUCTED *(Check all that apply)*

This confirms that market scoping activities were conducted in accordance with Section 10 of Republic Act No. 12009 and its Implementing Rules and Regulations (IRR), and considered in the Project Procurement Management Plan, consistent with the Principle of Proportionality.

Check (✓)	Activity/ies Conducted	Documentation (as may be applicable)
<input checked="" type="checkbox"/>	Consultations with suppliers / contractors / consultants/ professional associations or industry groups	Highlights of consultations or meetings/ Proof of attendance/ Reports / Summaries/ Screenshots / Brochures / Publications/ Price quotations/ Canvass sheets/ Market Analysis Report or similar document/s
<input type="checkbox"/>	Participation in summits, fora, or conferences	Highlights of consultations or meetings/ Proof of Attendance/ Reports
<input type="checkbox"/>	Review of technical, financial, or market/scientific reports	Reports / Summaries/ Screenshots / Brochures / Publications, Market Analysis Report or similar document/ Online Product Reviews

Check (✓)	Activity/ies Conducted	Documentation (as may be applicable)
<input type="checkbox"/>	Review of product or service brochures, marketing materials, industry journals and publications or related materials	Reports / Summaries/ Screenshots / Brochures / Publications/ Online Product Reviews
<input type="checkbox"/>	Price sourcing for quotations or cost estimates from suppliers, contractors, or consultants	Price quotations/ Canvass sheets/ Online Product Reviews
<input type="checkbox"/>	Use of data from PhilGEPS or agency websites	Reports / Summaries/ Screenshots, Price quotations/ Canvass sheets/ PhilGEPS Postings/ Online Product Reviews
<input type="checkbox"/>	Other analogous market scoping activity/ies undertaken: _____	

Notes:

- i. The market scoping activities shall be identified and undertaken at the option of the End-User or Implementing Unit based on its needs and objectives.
- ii. The list of supporting documents in the Documentation column is not exclusive and may include other documents that may be gathered by the End-User or Implementing Unit pertinent to the activity/ies conducted.

4. MARKET SCOPING RESULTS

Indicate recommendations in the column provided based on the results of the market scoping activities undertaken. These recommendations shall be considered in the development of a comprehensive and realistic PPMP, taking into account the parameters outlined under Section 10.4 of the IRR of RA 12009, as may be applicable.

Parameters	Considered? (Yes/No/ Not Applicable)	Recommendations based on the Market Scoping (Attach additional documents if necessary)
a. Project Cost Estimate [Does the cost estimate align with current market prices?]	YES	

Parameters	Considered? (Yes/No/ Not Applicable)	Recommendations based on the Market Scoping (Attach additional documents if necessary)
b. Project Design and Specification [Does available supplier/s meet technical and financial requirements?]		
c. Technical Criteria [Does the market support the proposed technical requirements?]		
d. Delivery Lead Time [Are the timelines for delivery feasible?]		
e. Storage and Warehousing Requirements [Can the storage/ warehousing needs be met considering specific conditions like temperature, humidity, and handling?]		
f. Identified Risk/s [Were there any market risks identified? (e.g., limited suppliers, price volatility)]		

Prepared by:
Personnel-in-Charge, End-User or
Implementing Unit

Janna Mari Rose J. Caño
JANNA MARI ROSE J. CAÑO
ICU dDRC
October 03, 2025

Approved by:
Head, End-User or Implementing Unit

Clint C. Sarvida
CLINT C. SARVIDA
Head, Instrumentation and Calibration Unit
October 03, 2025

CODE	DESCRIPTION	DEPARTMENT	TYPE	MODE	SCHEDULE	DOST CHARGE
M-1-2.5-01	New Micropipettor	PDDL	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	1,500.00
M-20-200-02	New Micropipettor	PDDL	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	1,500.00
GW 01	Graduated Cylinder (10 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 02	Graduated Cylinder (25 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 03	Graduated Cylinder (50 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 04	Graduated Cylinder (100 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
GW 05	Graduated Pipette (1 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 06	Graduated Pipette (5 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 07	Graduated Pipette (10 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 08	Graduated Pipette (25 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GW 09	Burette (10 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	1,500.00
GW 10	Burette (25 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	1,500.00
GW 11	Burette (50 mL)	Department of Soil Scienc	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	1,500.00
TM 01	Thermometer	Department of Soil Scienc	THERMOMETRY, PRESSURE GAUGES & BATHS	OUTSOURCE	1ST QUARTER, 2025	1,750.00
PC-01	Pressure Cooker	Department of Pest Mana	THERMOMETRY, PRESSURE GAUGES & BATHS	OUTSOURCE	1ST QUARTER, 2025	900.00
PC-02	Pressure Cooker	Department of Pest Mana	THERMOMETRY, PRESSURE GAUGES & BATHS	OUTSOURCE	1ST QUARTER, 2025	900.00
TM001	Thermometer	DoPAC	THERMOMETRY, PRESSURE GAUGES & BATHS	OUTSOURCE	1ST QUARTER, 2025	1,750.00
GP003	Graduated Pipette Glass, 1 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GP004	Graduated Pipette Glass, 1 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GP005	Graduated Pipette Glass, 5 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GP006	Graduated Pipette Glass, 5 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
GP007	Graduated Pipette Glass, 10 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF001	Volumetric Flask Glass, 25 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF002	Volumetric Flask Glass, 50 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF003	Volumetric Flask Glass, 100 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF004	Volumetric Flask Glass, 100 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF005	Volumetric Flask Glass, 100 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF006	Volumetric Flask Glass, 100 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
VF007	Volumetric Flask Glass, 1000 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
VF008	Volumetric Flask Glass, 2000 mL	DoPAC	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
MP001	Micropipette 2-20 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP002	Micropipette 20-100 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP003	Micropipette 20-200 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP004	Micropipette 50-250 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP005	Micropipette 100-1000 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP006	Micropipette 200-2000 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP007	Micropipette 1000 µL - 5 mL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP008	Micropipette 0.5-10 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
MP009	Micropipette 10-100 µL	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
TB801	Triple Beam Balance	DoPAC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	1,200.00
CASL-GradC-01	Graduated Cylinder, Glass, 25mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
CASL-GradC-02	Graduated Cylinder, Glass, 100mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-GradC-03	Graduated Cylinder, Glass, 250mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-GradC-04	Graduated Cylinder, Glass, 500mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-Pipette-01	Graduated Pipette, Glass, 1mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
CASL-Pipette-04	Graduated Cylinder, Glass, 25mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
CASL-VolFlask-01	Volumetric Flask, Glass, 10mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-VolFlask-06	Volumetric Flask, Glass, 500mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-VolFlask-07	Volumetric Flask, Glass, 1000mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-VolFlask-08	Volumetric Flask, Glass, 2000mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	730.00
CASL-VolPipette-01	Volumetric Pipette, Glass, 2mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
CASL-VolPipette-02	Volumetric Pipette, Glass, 5mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
CASL-VolPipette-03	Volumetric Pipette, Glass, 10mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
CASL-VolPipette-04	Volumetric Pipette, Glass, 25mL	CASL	CONTAINERS, GLASSWARES, & LIQUID HANDLING	OUTSOURCE	3RD QUARTER, 2025	600.00
BCL#2a	Triple Beam Balance	NCRC-V (Biocon)	Analysis and Measuring	Outsource	3rd Quarter	1,200.00
BCL#2b	Weighing Scale. table	NCRC-V (Biocon)		Outsource	3rd Quarter	3,000.00
BCL#3	Glasswares	NCRC-V (Biocon)	Glasswares	Outsource	3rd Quarter	730.00
CSET-2	Top Loading Balance	NCRC- CSET	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	2,000.00
MTCL-2#1	Analytical Balance	NCRC-V	Analysis and Measuring instruments	Outsource	3rd quarter	1,500.00
PML-Pipet.02	Pipette 20-200 µL	PRCRTC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00
PML-Pipet.03	Pipette 0.5-10 µL	PRCRTC	ANALYSIS ANG MEASURING INSTRUMENTS	OUTSOURCE	2ND QUARTER, 2025	600.00

	Analytical Balance Electronic Scale with 200g Weight (1)	DABE				1,630.00
	Analytical Balance Electronic Scale with 200g Weight (2)	DABE				1,630.00
	Weighing Scale, top loading 6kls (1)	DABE				840.00
	Weighing Scale, top loading 6kls (2)	DABE				840.00
	Burette, 50mL with PTFE stopcock (1)	DABE				1,500.00
	Burette, 50mL with PTFE stopcock (2)	DABE				1,500.00
	Wireless Temperature	DABE				2,000.00
	pH Meter	DABE				2,000.00
	Digital Vernier Calliper (1)	DABE				2,000.00
	Digital Vernier Calliper (2)	DABE				2,000.00

67,270.00