

MASS PRODUCTION, SUPPLY AND DELIVERY OF 2,882 SCIENCE AND
MATHEMATICS EQUIPMENT PACKAGES TO 584 PUBLIC JUNIOR HIGH
SCHOOLS FOR GRADES 7 TO 10

Quality Assurance Procedures During Sample Evaluation

General Requirements:

- Domestic Preference for mass-produced goods for easier monitoring
- Require ISO Certification for the manufacturer of the mass-produced and market goods
- Subcontracting is allowed, the supplier shall submit documents of their subcontractor for BAC evaluation. However, during contract implementation, if the supplier would like to change his or her subcontractor, the same documents that were submitted during the bidding should be submitted to the implementing Unit for evaluation.
- The mass production goods and market goods shall have separate contracts to avoid problem during contract implementation.
- The supplier shall submit certification under oath that the tools and equipment supplied is non-toxic, lead free, and mercury free and will be effective until the warranty period.
- All cost of material test that will be conducted for the samples of the mass-produced goods shall be charged to the supplier while, if random retest will be conducted during contract implementation by the PIU, the testing expenses shall be charged to PIU.
- The supplier will provide the molds and dies for the mass production goods.
- To ensure compliance to the material specifications, the procuring entity may conduct a random material test during contract implementation. The PIU will randomly select the specimen and submit it to DOST. **The Supplier will shoulder the cost of material testing at DOST.** If the test result is not compliant to the technical specifications, the affected goods will be rejected. The supplier is required to replace the rejected goods of the same brand and compliant to the technical specifications. However, the material of the replacement goods shall be tested at the government testing facilities and the cost will be charged to the supplier.
- The Inspection and Test Protocols shall serve as guide during sample evaluation and pre-delivery inspection.
- Change of the approved samples during contract implementation is not allowed.
- The Supplier shall distribute the copies of the accomplished delivery documents to the concern offices.
- Sample evaluation of the mass-produced goods will be part of the delivery period.

The supplier shall submit the samples of Mass Production goods, except for the cabinets, to BLR-Cebu and the BLR-Cebu inspectors/evaluators will evaluate the sample base on the Technical Specifications.

The samples of the cabinets shall be submitted to DepEd Central Office Procurement Service and the BLR-Cebu inspectors/evaluators will do the evaluation.

I) Science and Mathematics Equipment (Mass Production)

Submission and Evaluation of Sample of the Mass-Produce Goods

For Goods categorized as Mass Production, no sample submission is required before the issuance of the Notice To Proceed (NTP), however, submission of samples for evaluation shall take effect after the receipt of the NTP by the Manufacturer / Supplier.

The schedules of the submission of samples are as follow:

For assembled goods

1. The evaluation/inspection will be based on the technical specification and the Inspection and Test Protocol for science and math equipment.
2. Submit ten (10) pieces each of every part for evaluation forty (40) calendar days or earlier after the receipt of NTP.
3. The acceptance level is for the ten (10) pieces per part to pass the evaluation.
4. The supplier shall replace the failed part(s) with another set of ten (10) parts for re-evaluation.
5. The supplier to make ten (10) assemblies will assemble the parts that passed the evaluation and it will be subjected to functionality test.
6. The supplier shall rectify the assembly that will fail the functionality test and the rectified assembly will be subjected to retest.
7. In case of failed samples, the process will be repeated until the assembly will be declared passed by the evaluators/inspectors.

For standalone goods, no assembly

1. The evaluation/inspection will be based on the technical specification and the Inspection and Test Protocol for science and math equipment.
2. Submit ten (10) pieces each standalone goods with no assembly for evaluation forty (40) calendar days or earlier after the receipt of NTP.
3. The acceptance level is for the ten (10) pieces per goods to pass the evaluation.
4. The supplier shall replace the failed part(s) with another set of ten (10) good for re-evaluation.
5. In case of failed samples, the process will be repeated until the good/s will be declared passed by the evaluators/inspectors.

II) Cabinets: (Mass Production Goods)

Collapsible Cabinets

Submission of Samples

Submit one (1) unit of not assembled (collapsed) cabinet to DepEd Bureau of Learning Resources Manila ten (10) calendar days after the receipt of the NTP.

Sample Evaluation

1. The evaluation/inspection shall be based on the technical specification and the Inspection and Test Protocol for science and math equipment cabinets.

2. Conduct thorough evaluation of the not assembled (collapsed) one (1) unit cabinet based on the technical specifications.
3. Conduct visual evaluation. The material must conform to the technical specifications. There must be no deformities, dents, breakage, sharp edges, cracks, and other deficiencies/defects
4. Do dimensional evaluation through linear measurement of length, width, height, thickness, etc.
5. The paint applied to the cabinet should be evaluated to determine compliance to the technical specifications, which is powder coating.
6. The Supplier should replace the failed sample of the unassembled cabinets.
7. The supplier shall assemble the still collapsed cabinets for further evaluation.
8. The assembled cabinets will be subjected to stress test by moving it sideways, forward, and backward and tilt 30 degrees both ways from the vertical position. During stress test, if the assembled cabinet is found not sturdy and defects will be noted, it will be ground for rejection. The DepEd Inspectors will discuss with Supplier to identify the areas that needs improvement and those that are not compliant to the technical specifications.
9. The collapsed or unassembled parts shall be rectified to include the recommendation(s) of the evaluator/inspector to improve the stability and performance of the cabinet.
10. The supplier shall submit another one (1) set of unassembled cabinet for re-evaluation.
11. If the re-evaluated unassembled cabinet will pass the evaluation, then supplier will do the assembly for stability and performance retest.
12. The Supplier should pullout the failed or rejected cabinets.
13. Provide QC PASSED stickers on the passed cabinets.
14. The approved samples will be stored at DepEd Central Office, Bureau of Learning Resources for the duration of the project/contract since it will be used as reference during the conduct of the pre-delivery inspection.

Mass Production will start after the sample of the Goods to be mass-produced is officially approved by the PIU. Corresponding documents officially approving the Goods and authorizing mass production will be issued by the PIU.

The Procuring Entity for reference purposes shall retain all the samples that passed the evaluation/inspection. They shall be kept in the custody of the Procuring Entity until the completion of the Contract.