



Republic of the Philippines  
**QUEZON CITY GOVERNMENT**  
**BIDS AND AWARDS COMMITTEE**  
2nd Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound



**REQUEST FOR QUOTATION**  
**SMALL VALUE PROCUREMENT**  
**(SECTION 53.9)**

Date: DECEMBER 1, 2020  
PR No: GF-20-10-02036

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_

Project Title : **PROCUREMENT OF ANTI-RABIES VACCINE FOR HUMAN**

Approved Budget for the Contract : **Php 249,206.00**

End-User / Implementing Office : **QUEZON CITY HEALTH DEPARTMENT**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **DECEMBER 4, 2020 10:00 a.m.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2020);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

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**Quezon City Local Government**  
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**Quezon City Hall Compound**

For any clarification you may contact us at 89884242 loc. 8505/8709.

  
**ATTY. DOMINIC B. GARCIA**  
Officer-In-Charge/Head, BAC Secretariat

**TERMS AND CONDITIONS**

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	<p><b>Anti- Rabies Vaccine for Human,</b>                      PVRV, (WHO-prequalified) Inactivated and purified, freeze-died rabies vaccine produced on vero cell line 1 immunizing dose, it also contains maltose up to 1 immunizing dose, human plasma albumin up to 1 immunizing dose and 4% sodium chloride solution (diluent) 0.5ml, potency of vaccine for ID use must be 0.5 IU/ID dose (vial + syringe diluent) 0.5ml x1's with 324 pieces of syringe w/ needle 1cc gauge 29 1/2 inch needle, disposable, branded</p> <p><b>TERMS OF REFERENCE:</b>                      1. Supplier must present copy of Certificate of Product Registration                      2. Expiry date of medicines must be at least one (1) year from delivery date.                      3. Lot Release Certificate.                      4. Product Certification for Point of Origin.</p>	vial	106		
<b>Total Quoted Amount</b>					

Amount in Words: \_\_\_\_\_

Delivery Period : Thirty (30) Calendar Days

Warranty : \_\_\_\_\_

OTHER INSTRUCTIONS/SPECIFICATIONS:
1. Copy of valid, current License to Operate from FDA and/or DOH Accreditation as Supplier, Distributor or Manufacturer for Drugs and Medicines.
2. Copy of current and valid Certificate of Product Registration (CPR)
3. Statement of the bidder specifying that the expiry date of the medicines must be at least one (1) year from delivery date.

4. Lot Release Certificate issued by the Bureau of Food and Drugs (BFAD) in accordance with BFAD Circular No. 7

5. Product Certification for Point of Origin from the Manufacturer

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Signature over printed name

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Office Telephone No./Fax/Mobile No.

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Date

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Email Address