



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: MARCH 09, 2021  
PR No: GF-21-01-00094B

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
**PROCUREMENT OF GAUZE PADS AND OTHERS**  
Project Title : \_\_\_\_\_  
Approved Budget for  
the Contract : **Php 111,252.75**  
End-User /  
Implementing Office : **SOCIAL SERVICES DEVELOPMENT 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 MARCH 12, 2021, 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 (2021);
- 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.

Project Title: **PROCUREMENT OF GAUZE PADS AND OTHERS**

**Quezon City Local Government**  
**BIDS AND AWARDS COMMITTEE**  
**2/F Procurement Department, Finance Building**  
**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	Cotton Ball-absorbent, 300 balls/pack, good quality	pack	100		
2	Gauze pads, 4x4x8 sterile, 100% cotton, 100's/box, good quality	box	5		
3	Tape Micropore, hypoallergenic, size: 1 inch x 5 meter, 12's/box, good quality	box	4		
4	Hydrogen Peroxide, 500ml, 30% solution, antiseptic/disinfectant, red, good quality	bottle	10		
5	Povidone iodine, 120ml, 10% solution, antiseptic/disinfectant, good quality	bottle	50		
6	Elastic bandage, 4 inches x 5 yards, stretchable with clip, good quality	piece	50		
7	Glucometer strip, blood glucose monitoring strip, good quality	tube	4		
8	Lancet, soft for capillary blood sampling, sterile, good quality	piece	505		
9	Sterile Strips, antiseptic plastic strips, water resistant plaster, 50's/box, good quality	box	5		
10	Nebule NEB 1 mg/ml, 2.5 ml, 30's/box, good quality	box	10		
11	Liniment Oil, 100 ml, good quality	piece	100		
12	Digital Thermometer, No water proof, no glass or mercury can be disinfected, signal tone at the end of measurement automatic switch of protective case/axillary, good quality	piece	21		
13	Alcohol, isopropyl 70%, rubbing, 1 liter, good quality	liter	100		
Total Quoted Amount					

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

Delivery Period :       Fifteen (15) Calendar Days  
Warranty       :       \_\_\_\_\_

<b>OTHER INSTRUCTIONS/SPECIFICATIONS:</b>	
1. Copy of valid, current License to Operate for Medical Supplies/Devices from DOH Accreditation as Supplier, Distributor or Manufacturer	

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address