



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

DATE : AUGUST 29, 2023

PROJECT NO. : VET-23-MSLI-1088C

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : PROCUREMENT OF CURVED KELLY FORCEP AND OTHERS  
Approved Budget of the Contract : P 31,980.00  
End-User / Implementing Office : QUEZON CITY VETERINARY DEPARTMENT

BREAKDOWN OF APPROVED BUDGET FOR THE CONTRACT	
Item nos. 1-16	P 31,200.00
Item no. 17	P 780.00
TOTAL	P 31,980.00

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 **SEPTEMBER 01, 2023, 10:00 A.M.** Philippine Standard Time, together with the following documents of your company:

- 1 Phages certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2023);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2022) (For ABCs above P500,000.00)
- 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** issued by QC BAC- Goods and Services.

  
**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 initialed 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	<b>CURVED KELLY FORCEPS</b> , Stainless steel made; serrated surface curved and blunt tip; Length: 12cm	Piece	4		
2	<b>STRAIGHT KELLY FORCEPS</b> , Stainless steel made; serrated surface straight and blunt tip; Length: 12cm	Piece	4		
3	<b>OLSEN-HEGAR</b> , Length: 4-1/2inches (11.4cm); Curvature: Straight; Blade: Tungsten Carbide; Working Surface: Serrated or Smooth Jaws; Handle: Gold-Colored Finger Rings; Material: German Stainless Steel	Piece	2		
4	<b>CURVED MAYO-SCISSOR</b> , Stainless steel made; 12 cm length; curved blunt tip	Piece	2		
5	<b>STRAIGHT MAYO SCISSOR</b> , Stainless steel made; 12cm length; straight blunt tip	Piece	2		
6	<b>SPAY SNOOK HOOK</b> , Stainless steel made; 14cm in length; curved blunt hook tip	Piece	2		
7	<b>RAT-TOOTHED TISSUE FORCEPS</b> , Stainless steel made; 12cm in length; teeth like tip	Piece	2		
8	<b>ADSON BROWN FORCEPS</b> , Stainless steel made; 12cm in length; 1x2 teeth type	Piece	2		
9	<b>ALLIS TISSUE FORCEPS</b> , Stainless steel made; 12cm in length; 7x7 teeth straight tip type; ratchet locking system	Piece	4		
10	<b>BACKHAUS TOWEL CLAMP</b> , Stainless steel made; 12cm in length; pointed tips/jaws; ratchet locking system	Piece	8		
11	<b>CURVED HALSTED FORCEPS</b> , Stainless steel made; 16cm in length; full serrated surface; curved type	Piece	4		
12	<b>STRAIGHT HALSTED FORCEPS</b> , Stainless steel made; 16cm in length; full serrated surface; straight type	Piece	4		
13	<b>CURVED ROCHESTER CARMALT</b> , Stainless steel made; 16cm in length; full serrated surface; curved type; longitudinal serration; cross -serrated tips	Piece	2		
14	<b>STRAIGHT ROCHESTER CARMALT</b> , Stainless steel made; 16cm in length; full serrated	Piece	2		

	surface; straight type; longitudinal serration; cross-serrated tips				
15	SCALPEL BLADE HOLDER #3, Stainless steel made; 14 cm in length; fit for #10, #11, #12 scalpel blade	Piece	2		
16	SCALPEL BLADE HOLDER #4, Stainless steel made; 14cm in length; fit for # 19, # 20, # 21, #22 scalpel blade	Piece	2		
17	OTOSCOPE, Clinical otoscope, battery operated 2x "AAA" batteries	Unit	2		
TOTAL					

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

\_\_\_\_\_

Other requirements:
<ul style="list-style-type: none"><li>Copy of valid, current License to Operate from FDA and/or DOH Accreditation as Supplier, Distributor or Manufacturer for Medical or Hospital Equipment or Devices</li></ul>

Delivery Period	:	Thirty (30) Calendar Days
Warranty	:	_____
		_____
		Signature over printed name
		_____
		Office Telephone No./Fax/Mobile No.
		_____
		Date
		_____
		Email Address