



Republika ng Pilipinas
Lungsod Quezon

BIDS AND AWARDS COMMITTEE – GOODS & SERVICES
Second Floor, Civic Center Building F, Quezon City Hall Complex, Elliptical Road, Quezon City
8988-4242 local 8712 / 8710 / 8709
bacgoods.procurement@quezoncity.gov.ph



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 35.1

DATE : APRIL 14, 2025

PROJECT NO. : OCM-25-MSLI-0399

Name of Company :
Address :
Contact No. :
Project Title : PROCUREMENT OF VARIOUS MEDICAL SUPPLIES AND OTHERS
Approved Budget of the Contract : Php416,999.85
End-User / Implementing Office : OFFICE OF THE CITY MAYOR

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 **APRIL 22, 2025, 10:00 AM** 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 (2025);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2024) (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.**

NOTE: Submission of a Document Request List (DRL) is required prior to the issuance of the Long Brown Envelope.

MA MARGARITA S. MEJIA, DPA
Chairperson, BAC- Goods and Services



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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	First aid kit, standard	set	4		
2	Alcohol, 70%, 1 liter	bottle	150		
3	Betadine, wound solution, PLAIN NSS, for irrigation, 0.9% sodium chloride, 1 liter	bottle	100		
4	C-Collar, polyethylene soft foam lining, 4 geared height adjustment, adult	piece	193		
5	C-Collar, polyethylene soft foam lining, 4 geared height adjustment, child	piece	135		
6	Cotton balls, 100 balls per pack	pack	20		
7	Elastic bandage, 6 inches x 5 yards	piece	50		
8	Elastic bandage, 8 inches x 5 yards	piece	5		
9	Face mask, white, 50's/box	box	278		
10	Gauze pad, sterile, 100 pcs per box, 4 inches x 4 inches x 8 ply	box	50		
11	Gloves, nitrile or non-powder, color blue/purple, medium	box	50		
12	Gloves, nitrile or non-powder, color blue/purple, large	box	50		
13	Medical oxygen, refill of medical oxygen (tank)	piece	10		
14	Nasal Cannula, Child	piece	50		
15	Nasal Cannula, Adult	piece	50		
16	Oxygen Mask, Adult	piece	13		
17	Transpore, surgical tape, 1/2 inch	roll	35		
18	Transpore, surgical tape, 1 inch	roll	20		
19	Triangular bandage, cloth, 42 x 42 x 60 inches	piece	100		
20	Antihistamine, 10mg	tablet	300		
21	Ibuprofen, 300mg	tablet	300		
22	Mefenamic Acid, 500mg	tablet	439		
23	Paracetamol, 500mg	tablet	485		
24	Ranitidine, 150mg	tablet	300		
25	Loperamide Hydrochloride, 2mg	tablet	300		
26	Clonidine Hydrochloride, 150mg	tablet	300		
27	Clonidine Hydrochloride, 75mg	tablet	300		
28	Oral Rehydration Salt	sachet	619		
TOTAL					



Amount in Words:

OTHER REQUIREMENT/S:
<ul style="list-style-type: none">• Copy of valid and current License to Operate for Medical Supplies/Devices from DOH Accreditation as Supplier, Distributor or Manufacturer. ✓• Copy of valid, current License to Operate from FDA and/or DOH Accreditation as Supplier, Distributor or Manufacturer for Drugs and Medicines. ✓• Copy of current and valid Certificate of Product Registration (CPR) for item nos. 20 to 28.• Statement of the bidder specifying that the expiration dates of the drugs and medicines from the date of delivery shall be two (2) to three (3) years. ✓

Delivery Period : Upon request by the end-user until
December 31, 2025 ✓

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

