

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2025-10-1025

End-user: HRWS

Name of Project:

RFQ No.: 2025-11-890

Date:

NOV 13 2025

ABC: ₱104,620.00

PURCHASE OF ADDITIONAL MEDICAL EQUIPMENT FOR DSWD-CAR PERSONNEL FOR CY 2025

Mode of Procurement: SMALL VALUE PROCUREMENT

Sir/Madam:

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at bacsec.car@dswd.gov.ph on or before NOV 17 2025 5:00PM

ENRIQUE H. GASCON, JR.

BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For unit price/s, quotations with a **dash or zero shall be deemed free of charge**.
3. All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
4. The Procuring Entity **may give due preference to goods being offered with green component**.
5. Payment term is charged on account.
6. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
7. Delivery of Goods / Services is **as indicated** in the next page.
8. Price validity shall be for a period of **120 calendar days from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier**.
9. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
 - a. **Updated Mayor's / Business Permit**
 - b. **PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)**
 - o **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue)**
 - o **Official Receipt or Invoice (as applicable) issued by BIR (a mere picture of the receipt can suffice)**
10. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the lower shall prevail.
11. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation may be disqualified**.
12. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the **technical specifications** and the **terms and conditions** stated herein.
13. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the Omnibus Sworn Statement prior to issuance of Award / Purchase Order with ABC amounting to P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement.
14. Upon **approval of the Purchase Order (PO)**, the Procurement Section may send or forward the **approved PO for confirmation** to the winning bidder. The **approved PO shall be confirmed within three (3) calendar days** upon sending the approved PO to the **winning bidder's officially registered email address** or upon notification of the winning bidder that the **approved Purchase Order is available for confirmation**. Failure to submit the confirmed PO within the 3-day period may cause the automatic cancellation of the PO.
15. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR**.
16. **Liquidated damages equivalent to one tenth of one percent (0.001)** of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may 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.
17. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25123**; mobile number **0969-572-9176** or email address **bacsec.car@dswd.gov.ph**.

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ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
	PURCHASE OF ADDITIONAL MEDICAL EQUIPMENT FOR DSWD-CAR PERSONNEL FOR CY 2025				
1	<p>Hospital Bed - 3 Cranks</p> <ul style="list-style-type: none"> - Dimension: 2080*970*500mm - Aluminum alloy head and foot boards with ABS panels can be removable - Aluminum Alloy side rail, collapsed type with safe lock - Bed sheet top made from perforated steel, epoxy powder coated and baked finish - Bed framework made from mild steel ERW Rectangular tubes - Silence castors 125 mm with brake - 3 functions adjusted by hand crank - Back rest lifting angle: 80°±5° - Knee rest lifting angle: 45°±5° - Height Adjustment without mattress: 50-700mm 	2	piece		
2	<p>Padded Board Splint Kit</p> <p>Sturdy wood with patient-safe rounded corners, foam padding on one side for added comfort, and covered with durable vinyl that is easy to clean and reuse.</p> <ul style="list-style-type: none"> - 2 Pc Size: 34×2.5×1" - 2Pc Size: 24×2.5×1" - 2Pc Size:14×2.5×1" - 3 Pair of Strap - 1Pc Bag 	2	piece		
3	<p>First Aid Kit with Medical Supplies Set</p> <ul style="list-style-type: none"> - Size: at least 26cm x 16cm, 2 level compartment with dividers; clear plastic container 	12	piece		
4	<p>Utility Box</p> <ul style="list-style-type: none"> - Size: at least 10.2 inches X 5.5 inches; 2 level compartment with dividers; clear plastic container <p>Contents:</p> <ul style="list-style-type: none"> - 1 pc. flat tourniquet - 1 pc triangular bandage (40x40x56 inches) - 1 pc elastic bandage 4" - 1 pc elastic bandage 2" - 1 pc surgical tape 1" - 1 pc surgical tape 1/2" - 1 pc ice bag at least size 6 - 1 pc hot water bag at least 500ml capacity - 1 pc digital thermometer - 1 pc bandage scissor - 1 pc operating scissor - 1 pc kelly forcep - 1 pc thumb forcep - 1 pc hand towel - 1 pack cotton ball at least 50 pcs/pack - 1 bottle 70% alcohol at least 250 ml - 1 bottle hydrogen peroxide at least 60ml - 1 bottle spirit of ammonia 15ml - 1 bottle povidone iodine at least 30ml - 1 bottle salicylic acid at least 30ml - 2 pairs sterilized gloves - 2 pairs examination gloves - 2 pcs face mask - 2 pcs sterilized eyed pad - 5 pcs sterilized gauzed pad 4x4 - 5 pcs sterilized gauzed pad 2x2 - 6 pcs sterilized tongue depressor - 25 pcs band aid strips - 30 pcs cotton applicator 	7	piece		

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5	Spine Board - Product Size: at least 183 x 45 x 5cm; Weight: at least 7kg; Load Bearing: up to 160kg	2	piece		
6	Spider Strap Safety Immobilization Spinal Fixation Bandage for Spine Board Specification: - Suitable for: Spine board - Material: Polyester Size: - 109x60cm/42.91x23.62inch	2	piece		
7	Cervical Collar - Medium 13 ½-15 ½ " - Soft - Materials: 60% foam, 24% cotton, 16% Nylon	2	piece		
TOTAL					
OTHER REQUIREMENTS		COMPLIANCE		REMARKS	
		Can Comply	Cannot Comply		
Delivery of Goods is within 10 calendar days after receipt of Purchase Order. Delivery place at DSWD FO CAR, #40 NORTH Drive, Baguio City. If the last day of delivery falls on Saturday/Sunday/Holiday, the delivery of goods can be moved to the next working day.		[]	[]		
Service Provider must have Active Landbank Account for Payment Purposes. For other banks, service charge will be deducted upon payment on the account.		[]	[]		
PAYMENT SHALL BE MADE THRU LANDBANK OF THE PHILIPPINES					

• Award shall be made per:

Lot basis

Total Quoted Price

Note: **NO GIFT ALLOWED.** Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.

Sir:

After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

Name of Firm/Dealer/Contractor: _____

Office Address: _____

Owner's/Proprietor/President's Name and Signature: _____

Contact Number/s: _____

Email Address: _____

For Authorized Representative, kindly indicate the following: _____

Name and Signature: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____

Name and Signature of Canvasser

