

**REQUEST FOR QUOTATION (RFQ)**

PR/PP No.: 2021-01-002

End-user: RSCC

Name of Project:

RFQ No.: 2021-03 - 2904

Date: MAR 25 2021

ABC: ₱233,500.00

SERVICES FOR PEDIATRICIAN FOR RSCC

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](mailto:bacsec.car@dswd.gov.ph) on or before MAR 30 2021 6:00PM.

ENRIQUE H. GASCON JR.  
OIC-ARDA/BAC Chairperson

**TERMS AND CONDITIONS:**

1. Quotations in excess of the ABC will be **REJECTED**.
2. For total quoted price, 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. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is **as indicated** in the next page.
7. 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**.
8. 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)**
  - c. **Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
9. 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 latter shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.
10. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation shall be disqualified**.
11. 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.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the following document prior to issuance of Award / Purchase Order with ABC amounting to P50,000.00 and above.
  - o **Omnibus Sworn Statement (only for Negotiated Procurement - Emergency Cases, Sec. 53.2 and Small Value Procurement Sec. 53.9)**
13. 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**.
14. **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.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address **[bacsec.car@dswd.gov.ph](mailto:bacsec.car@dswd.gov.ph)**.

Republic of the Philippines  
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
 Cordillera Administrative Region  
 40 North Drive, Baguio City

**REQUEST FOR QUOTATION (RFQ)**

LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	<b>SERVICES FOR PEDIATRICIAN FOR RSCC</b>				
	<b>Pediatrician</b> - Visit RSCC to conduct, assess, diagnose medical problems - Accomplish Health Book of each child - Prescribe and/or administer medicines/ vaccines - Refer children to services, professionals, if necessary - Prepare and submit the Medical Profile of selected children particularly those for adoption, if required by partner agencies involved in placement of children - Submit to RSCC, DSWD-CAR the Monthly Statement of Account on the fees charged for medical check-up at the cost of medicines/vaccines provided to RSCC Children - Observe laws protecting children at all times - Maintain all information obtained through contact confidential and use only for the purpose it was intended (20 children x 2 frequency x 9 months) Note: The number may vary depending on the number of children sheltered at the RSCC and the frequency a child is checked by the pediatrician may increase depending on the need)	360	service		
	<b>Vaccines to be administered:</b>				
	Pneumococcal Conjugate Vaccine	7	vial		
	Rota Virus	2	vial		
	Hexaxim	2	vial		
	Japanese Encephalitis	4	vial		
	Hepa A	4	vial		
	Typhoid	3	vial		
	MMR	2	vial		
	Varicella	5	vial		
	Meningo Coccal	2	vial		
	<b>Other Requirements</b>	<i>Please check if comply or cannot comply</i>			
		<i>Comply</i>	<i>Cannot Comply</i>		
	1. Medical Degree with specialization in pediatrics	[ ]	[ ]		
	2. Valid license to practice medicine	[ ]	[ ]		
	3. Curriculum vitae with Certificates (if any)	[ ]	[ ]		
	4. The award shall be given to the Consultant with the Single or Highest Rated and Responsive Proposal				
	5. Delivery of Service: RSCC, Floresca St., Aurorahill, Baguio City.	[ ]	[ ]		
<b>TOTAL PRICE</b>					

• Award shall be made per: Item Basis  Lot Basis

**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.

*Signature of  
supplier/representative  
over printed name:* \_\_\_\_\_

**Name of Firm/Dealer/Contractor:** \_\_\_\_\_  
*(This will be the name of the CHEQUE to be issued)*

\_\_\_\_\_  
**Name and Signature of Convasser**

Address: \_\_\_\_\_

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

Contact Number/s: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_



Republic of the Philippines  
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Cordillera Administrative Region

**TERMS OF REFERENCE FOR HIRED SERVICE PROVIDERS  
(PEDIATRICIAN)**

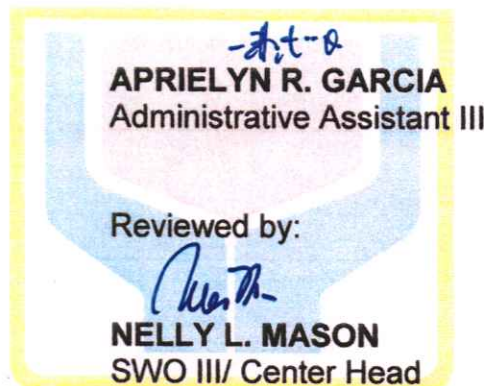
<b>IDENTIFYING INFORMATION</b>
Title of Proposal: Financial Assistance for Children Sheltered at the Reception and Study Center for Children (Services of a Pediatrician)
Proposed Date: January to December 2021
Source of Fund: Direct Release
<b>Rationale:</b>  The Reception and Study Center for Children (RSCC) is a government residential care facility for children who are either abandoned, abused, surrendered, foundling, neglected, trafficked or dependent including those children with special needs needing temporary care. The admission age is 0-6 years old in case of sibling groups, the child/ren above 0-6 years old is/are admitted as siblings should not be separated from one another.  Prompt and best quality care provided to these children aimed to develop them physically, socially, emotionally and mentally while they are sheltered is necessary. They have different backgrounds, health problem, behaviors and cognitive abilities and they are vulnerable group thus deterioration could be prevented through appropriate care and interventions provided as soon as they are admitted to the center. While sheltered at RSCC, the children's needs have to be attended to promptly and properly thus the provision of programs and services based on need.  <b>Performance Objective: (General)</b>  To conduct assessment and diagnosis as basis for the medicines and other necessary immunization/ vaccines which is included in the fees collected.
<b>DETAILS</b>
<b>1. Requirements and Qualifications</b> <ul style="list-style-type: none"><li>• Medical Degree with specialization in pediatrics</li><li>• Valid license to practice medicine</li><li>• Proven experience as a pediatrician</li><li>• In depth knowledge of children epidemiology and infectious diseases</li><li>• Exquisite knowledge of diagnostic, treatment and rehabilitation principles and techniques</li><li>• Up to speed knowledge of drugs/medication appropriate for children and their side-effects</li><li>• Outstanding diagnostic and problem solving abilities</li><li>• Must be PhilGEPS registered</li></ul>
<b>2. Scope of Work and Expected Outputs for Pediatrician</b> <ul style="list-style-type: none"><li>• Visit RSCC to conduct, assess, diagnose medical problems</li><li>• Accomplish Health Book of each child</li><li>• Prescribe and/or administer medicines/ vaccines</li><li>• Refer children to services, professionals, if necessary</li></ul>

- Prepare and submit the Medical Profile of selected children particularly those for adoption, if required by partner agencies involved in the placement of children
- Submit to RSCC, DSWD-CAR the Monthly Statement of Account on the fees charged for medical check-up at the cost of medicines/ vaccines provided to RSCC children
- Observe laws protecting children at all times
- Maintain all information obtained through contract confidential and use only for the purpose it was intended

3. Service Fees:

- Php350/child x 20 children x 2/ month x 9 months  
(Note: the number of children may vary depending on the no. of children sheltered at the RSCC and the number of times a child is checked by the paediatrician may increase depending on need)
- Cost of immunization/vaccines will be based on the prevailing market price.
- Payment shall be processed after submission of the following:
  1. Billing statement
  2. Required outputs as indicated in the preceding pages

Prepared by:



**DSWD**  
Department of Social Welfare and Development

Approved by:

*Concepcion*  
**CONCEPCION E. NAVALES**  
SWO IV/ OIC DC, PSD