

**REQUEST FOR QUOTATION (RFQ)**

PR/PP No.:	2021-11-0931(2022 NEP)	RFQ No.:	2022-01-002
End-user:	HRWS	Date:	<b>JAN 03 2022</b>
Name of Project:	<b>PURCHASE AND DELIVERY OF DRUGS, MEDICINES AND MEDICAL SUPPLIES FOR DSWD STAFF</b>	ABC:	₱78,312.60
Sir/Madam:		Mode of Procurement:	<b>SMALL VALUE PROCUREMENT</b>

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 **JAN 07 2022 12:00NN**.

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)
    - 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 issued by BIR( a mere picture of the receipt can suffice)
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 lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the lower 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 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.
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

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LOT NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
1	<b>PURCHASE AND DELIVERY OF DRUGS, MEDICINES AND MEDICAL SUPPLIES FOR DSWD STAFF</b>					
	Adhesive Bandage, Plastic Strips, 100pcs/box (band aid)	16	box			
	Amiodipine tablet 10mg, 100 pcs/box	10	box			
	Amiodipine tablet 5mg, 100 pcs/box	10	box			
	Aluminum Hydroxide Magnesium Hydroxide 200 mg, tablet, 100 pcs/box	10	box			
	Carbocisteine, 500mg, Capsule, 100 pcs/box	6	box			
	Ceftriaxone dihydrochloride 10 mg, tablet, 100 pcs/box	6	box			
	Clopidine Hydrochloride 75 mcg Tablet, 100 pcs/box	50	piece			
	Dichlorobenzyl Alcohol Amylmetacresol 8 Lozenges/-pack	20	pack			
	Diphenhydramine Hydrochloride 50 mg, capsule, 100 pcs/box	4	box			
	Domperidone 10 mg, tablet	100	piece			
	Hyoscine Butylbromide, 500mg, Tablet, 100 pcs/box	300	piece			
	Ibuprofen, 400 mg, tablet, 100 pcs/box	10	box			
	Loperamide Hydrochloride 2 mg, capsule, 100/box	5	box			
	Meclizine hydrochloride 25 mg, chewable tablet, 100 pcs/box	100	piece			
	Metenamic Acid, 500mg, Capsule, 100pcs/box	10	box			
	Metformin Hydrochloride 500mg, tablet (90 tablet/ box)	6	box			
	Methyl Salicylate l-menthol (Salonpas patch), 20 boxes/set	3	set			
	Mupirocin 2% x 5mg	8	piece			
	Omeprazole 20 mg, capsule	150	piece			
	Paracetamol, 500mg, Tablet, 100 pcs/box	10	box			
	Phenylephrine HCl Chlorphenamine Maleate Paracetamol 10mg/2mg/500mg, 100 tablets/box, Non-drowsy	5	box			
	Vitamin B-Complex, 100mg/5mg/50cmg tablet, 100 pcs/box	10	box			
	Multivitamins + Iron (di-Alpha Tocopheryl Acetate (Vit E) 30 IU, Ascorbic Acid 500mg, Nicotinamide Vit B3 100mg, Iron 27mg, Pantothenic Acid Vit B5 20mg, Thiamine Hcl Vit B1 15mg, Riboflavin Vit B2 10mg, Pyridoxine Vit B6 5mg, Folic Acid Vit B9 400mcg, Biotin Vit B7 45mcg, Cyanocobalamin Vit B12 12mcg, 100 pcs/box	5	box			
	Ferrous Sulfate + Folic Acid 300mcg/250mcg, 100 tablets/box	5	box			
	Tetramycin (Antibiotic) Ointment 5g	4	tube			
	Burn Ointment 30g	2	tube			
	Kidney Basin ( see attached specifications)	4	pieces			
	Irrigating Solution (PNSS) 1L	4	bottles			
	Tranposore Plaster 1 inch	4	pieces			
	Kelly Clamp Straight ( see attached specifications)	2	Pieces			
	Kelly Clamp Curve ( see attached specifications)	2	Pieces			
	Tissue Forcept ( see attached specifications)	1	Piece			
	Thumb Forcept ( see attached specifications)	1	Piece			
	<b>OTHER REQUIREMENTS</b>					
	Delivery period is within 10 calendar days upon receipt of Purchase Order. When the last day of delivery falls on a weekend/holiday, the deadline shall be on the next working day.					
	Delivery place is at DSWD-CAR #40 Northrive Baguio City					
	<b>TOTAL PRICE</b>					

Lot basis  Total Quoted Price

COMPLIANCE *please check (✓) whether can comply or not, no check mark will mean non-compliance*

Can Comply Cannot Comply

REMARKS

• Award shall be made per:

**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 or 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:  
/ Firm/Dealer/Contractor:

*(This will be the name of the CHECK to be issued)*

Name and Signature of Canasser

Address:  
Email Address:  
Contact Number/s:  
PhilGEPS Registration  
Number:

