



Republic of the Philippines

Province of Pampanga

City of San Fernando

Office of the Bids and Awards Committee

REQUEST FOR QUOTATION*(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)*

Project Title : **Supply and Delivery of Medical Supplies to be used for the eKONSULTA Program of the City Health Office for 2023 in the City of San Fernando, Pampanga**

Location of the Project : **City Health Office**

Company Name

Address

Date : **Apr 13, 2023**

PR No. : **2023-04-00897**

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Tuesday, April 18, 2023 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Joan D. Gutierrez


Atty. Jose Elmer Y. Teodoro
BAC Chairperson

NOTE:

1. ALL ENTRIES MUST BE READABLE
2. DELIVERY PERIOD WITHIN _____ CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	250	kit(s)	HCG Urine Pregnancy Test Kits 2's			
2	5	pc(s)	Copper Intrauterine Device			
3	20	btl(s)	EUROCAINE 2% Local Anesthesia 50ml			
4	10	box(s)	Nylon Suture 5.0			
5	10	box(s)	Nylon Suture 4.0			
6	10	box(s)	Nylon Suture 3.0			
7	10	box(s)	Chromic Cutting Needle Suture 5.0			
8	10	box(s)	Chromic Cutting Needle Suture 4.0			
9	10	box(s)	Chromic Cutting Needle Suture 3.0			
10	10	pc(s)	Vaginal Speculum 105mm X 28mm			
11	10	pc(s)	Vaginal Speculum 80mm X 22mm			



5 unit(s) Instrument Tray /x15x4"
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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
13	5	unit(s)	Uterine Sound 34cm malleable silver plated			
14	5	pc(s)	MAYO Scissors (STRAIGHT) 12" blunt stainless			
15	5	pc(s)	MAYO Scissors (CURVED) 12" blunt stainless			
16	10	pc(s)	Sponge Forceps 12" straight smooth looped stainless steel			
17	10	pc(s)	Alligator Forceps 8cm .5x4.5mm serrated jaws stainless steel			
18	10	pc(s)	Mosquito Forceps straight 125mm stainless steel			
19	10	pc(s)	Mosquito Forceps			



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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
			12.5 cm curved stainless surgical instrument			
20	10	pc(s)	Scalpel with handle blade -Stainless steel #3 (#10-15 sizes of blades) and #4 (#20-24 sizes of blades)			
21	5	box(s)	Surgical Blade			
22	5	pc(s)	NVS Ringe Clamp 3.5-3.8 mm ring light weight stainless steel			
23	10	pc(s)	NVS Dissecting Forceps 12.5 cm deliatecurved stainless surgical instrument			
24	5	pc(s)	IRIS SCISSORS Curved 90 and 100 mm			
25	5	pc(s)	IRIS SCISSORS Straight 90 and 100 mm			
26	10	unit(s)	BIVALVE Speculum (Cusco) 80mm lenght 22mm width			
Total Amount:						

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.



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Printed Name/ Signature

Tel No./ Cellphone No.

Date

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF MEDICAL SUPPLIES TO BE USED FOR THE eKONSULTA PROGRAM OF THE CITY HEALTH OFFICE FOR 2023 IN THE CITY OF SAN FERNANDO, PAMPANGA

I. BACKGROUND

The Universal Health Care Law aims to "ensure that all Filipinos are guaranteed equitable access to quality and affordable health care goods and services and protected against financial risk." To meet the goal of progressively realizing universal health care in the country, PhilHealth adopted a comprehensive approach to delivering primary care through the development of the PhilHealth Konsultasyong Sulit at Tama (Konsulta) Package.

As provided in DOH Administrative Order entitled "Rules and Regulations Governing the Licensure of Primary Care Facilities in the Philippines", all PCFs will now be regulated, shall secure a DOH-LTO and must be compliant at all times with the licensing standards and requirements set forth by HFSRB and FDA.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the **SUPPLY AND DELIVERY OF MEDICAL SUPPLIES TO BE USED FOR THE eKONSULTA PROGRAM OF THE CITY HEALTH OFFICE FOR 2023** of the City Health Office in the City of San Fernando, Pampanga is included in the PPMP with the **Ref. No. 2023-710** and is already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount **TWO HUNDRED FIFTY-TWO THOUSAND EIGHT HUNDRED SEVENTY-SEVEN AND FIFTY CENTAVOS (252,877.50)**.

III. OBJECTIVES

The objectives of the **SUPPLY AND DELIVERY OF MEDICAL SUPPLIES TO BE USED FOR THE eKONSULTA PROGRAM OF THE CITY HEALTH OFFICE FOR 2023 IN THE CITY OF SAN FERNANDO, PAMPANGA** are as follows

- To implement the governing policies in the implementation of eKONSULTA program in the city's Primary Health Care Facilities;
- To expand the primary care benefit to cover all Fernandino;
- To ensure sustainable financial mechanisms for the delivery of quality health services in communities;
- To establish partnership with other health stakeholders and enhance the Referral Network within the city; and
- To ensure that all health facilities are DOH and PhilHealth accredited

IV. COVERAGE/SERVICES

- The City Health Office's strategic general objective is to provide highly responsive health care programs and activities to all Fernandino which are available, acceptable and accessible by providing waste bins at the Rural Health Units.

V. TERMS AND CONDITIONS

During the procurement process and delivery/implementation of the contract, the end-user and the supplier/ contractor shall:

Quantity	Unit	Item Description/ Specification	Delivery Date	Location
250	PCS	HCG Urine Pregnancy Test Kit (2's)	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	PCS	COPPER INTRAUTERINE DEVICE	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
20	BOT	EUROCAINE 2% LOCAL ANAESTHESIA 50ML	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	BOX	NYLON SUTURE 5.0	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	BOX	NYLON SUTURE 4.0	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	BOX	NYLON SUTURE 3.0	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	BOX	CHROMIC CUTTING NEEDLE SUTURE 5.0	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	BOX	CHROMIC CUTTING NEEDLE SUTURE 4.0	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	BOX	CHROMIC CUTTING NEEDLE SUTURE 3.0	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	VAGINAL SPECULUM (BIG)105mmX28mm	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	VAGINAL SPECULUM (SMALL)80mmx22mm	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	units	INSTRUMENT TRAY 7x13x4"	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	units	BIVALVE SPECULUM (Cusco) 80mm length; 22mm with cusco vaginal speculum	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	units	UTERINE SOUND 34cm, malleable, silver plated	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	pcs	MAYO SCISSORS (Straight) 12" blunt, stainless	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP

5	pcs	MAYO SCISSORS (Curved) 12" blunt, stainless	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	SPONGE FORCEPS 12" straight, smooth looped, stainless steel	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	ALLIGATOR FORCEPS 8cm, 0.5x4.5mm serrated jaws, stainless steel	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	MOSQUITO FORCEPS Straight 125 mm, curved, curved tooth 125 mm,; stainless	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	MOSQUITO FORCEPS 12.5 curved stainless surgical instrument	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	SCALPEL WITH HANDLE BLADE Stainless Steel #3 (#10-15 sizes of blades) and #4 (#20-24 sizes of blades)	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	bxs	Surgical Blade	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	pcs	NSV RING CLAMP 3.5-3.8mm ring lightweight stainless steel	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	pcs	NSV DISSECTING FORCEPS 12.5 cm delicate curved stainless surgical instrument	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	pcs	IRIS SCISSORS curved 90 and 110 mm and straight 90 and 110 mm	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
5	pcs	IRIS SCISSORS straight 90 and 110 mm	APRIL 2023	Central Storage, New Public Market, Brgy. Del Pilar, CSFP

a. Procurement Process

- For the End- user, ensure the completion of the documents in order to proceed with the procurement process.
- For the supplier/ provider, ensure the completeness of the documents being required by the Bids and Awards Committee (BAC) for the procurement process on- time based on the procurement schedule including this TOR duly signed by the end- user and confirmed by the supplier/ provider.
- If the procurement process reaches the ensuing year, observe that the allowed delivery is only up to what is stipulated in the contract.
- For the End- user, present clearly this TOR during the Pre- Bid Conference for the information of the prospective bidder/s (for Competitive/ Public Bidding), and present by the Buyer with the assistance of the End- user (for Alternative Methods of Procurement).
- Ensure that there are readily- available supplies upon submission of Request for Quotation (RFQ)/ Bid since delivery is anticipated upon issuance of PO/ Contract.
- Comply with the provisions of the Procurement Law regardless of the mode of procurement, whether Competitive/ Public Bidding or the use of Alternative Methods of Procurement.

b. Delivery/ Implementation period

- Strictly observe the "No Purchase Order (PO)/ Contracts, No Delivery" Policy and comply with the delivery period.

- The Delivery Period shall be on APRIL 2023.
- During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO/ Contract including the Delivery Schedule, Penalty, among others.
- In case there is a change in the Delivery Schedule and specifications, the End-user through the Procurement Officer shall coordinate with the CGSO-Procurement Management Division (PMD) for the latter to advise the supplier/contractor regarding the concern.
- Coordination with the supplier/ contractor shall be the function of the CGSO- PMD as its mandate.

c. Inspection and Acceptance

1. The CGSO- PSMD shall inspect and accept the delivery.
2. The supplier/contractor shall present the PO and issue Sales Invoice.
3. The CGSO- PSMD shall prepare the corresponding Inspection and Acceptance Report/s.

Such documents will be used in notifying the concerned offices on the delivery such as the City Accountant's Office (CAcCO) and Commission on Audit (COA) to include the same in the Payables.

VI. DELIVERABLES BY THE SUPPLIER/ CONTRACTOR AND THE CITY GOVERNMENT

The deliverables of the supplier/ contractor shall be as follows:

- a. Provide the quantity of item being required by the project/program; and
- b. Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

The deliverables of the City Government shall be as follows:

- a. On- time payment of the supplier/ contractor i.e., 15 days after delivery regardless if the delivery is per month or Ordering Agreement.
- b. End- user shall monitor the delivery of requirements.
- c. The Procurement Officer shall assist in the monitoring, delivery and on- time payment of the supplier.
- d. Provide necessary and readily- available documents such as during the conduct of post- audit.
- e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.

Prepared and submitted by:


MARIA LIEZEL S. CANLAS, RN
 eKONSULTA Focal Person

Approved by:


ROWENA L. SALAS, MD
 City Health Officer II

CONFORME:

Signature over printed name

Date

Note: *This TOR shall form part of the Contract and should be strictly followed by both parties otherwise, the implementation of the project/ program might be affected as well as the performance of the supplier/ contractor*