



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 Autoclave Machine to be used for the Equipping of City Health Office Primary Care Facility and RHU Services: SUPER HEALTH CENTER in the City of San Fernando, Pampanga**

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

Company Name \_\_\_\_\_ Date : **Sep 1, 2023**

PR No. : **2023-08-02017**

Address \_\_\_\_\_

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Thursday, September 7, 2023 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga.**

Canvassed by:

Approved by:

Francis Chester M. Flores

  
 Engr. Michael N. Quizon, Jr.  
 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	2	unit(s)	Autoclave Machine  >Sterilizing course: Automatic steam sterilization controlled by computer, easy to operate. >Maximum temperature: up to 134 °C, suit for 4-6 minutes rapidly sterilizing. >Safe protection of water lacking. With over-temperature, over-pressure auto-protect device After sterilization it will automatically cut the power and then alarm. >Chamber size: (diameter * Depth) 230mm * 410mm Overall size: (Weight: 340mm, Height: 600mm, Diameter: 420mm >Chamber Capacity: 16.6 liter Power Consumption: 220V / 0.9KW/3.7 Amp. >Timer Range: 0~60 minutes Material Quality: Chamber SUS#304 >Using Temperature/Pressure: Unwrapped: 122 C/1.4kg/cm2, Wrapped: 122 C/1.4kg/cm2, Liquids: 121 C/1.2kg/cm2 Working range: 140 C at 1.5kg/cm2 >Safety Device: Thermostat control – prevent overheating safety valve, release valve, emergency exhaust valve Standard Accessories: #304 Stainless Steel , Sterilization box size: 35cm x 18cm x 12cm tray – 1pc.			
<b>Total Amount:</b>						



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

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

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Tel No./ Cellphone No.

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Date

## TERMS OF REFERENCE

### **Supply and Delivery of Autoclave Machine to be used for the Equipping of City Health Office Primary Care Facility and RHU Services: SUPER HEALTH CENTER for 2023 in the City of San Fernando, Pampanga**

#### **I.BACKGROUND**

A paradigm shift is needed for the Philippine Health Sector wherein health reforms are critical especially during the pandemic situation. According to the DOH Philippine Health Facility Development Plan for 2022 to 2040, capital formation on health should be considered as assets with enormous economic returns. Without sacrificing the goal of equity and universal access, health care provider networks of local governments should consider health infrastructure as investments that have income generating potential. The plan envisions to create a modern, resilient, and sustainable health care system.

The PHFDP 2020-2040 outlines our strategic direction for health facilities in the country to achieve strong primary care and an integrated health system. The PHFDP will lead us to establish immediate and sustainable gains in primary care, hospital access, quality care, and other key health outcomes.

Data further showed that, the Philippines has around 3,900 primary care facilities (PCF), of which 2,593 are Rural Health Units/ Health Centers (RHU/HCs). Only 50% of Filipinos have access to an RHU/HC within 30 minutes of travel time. The country needs an additional 2,400 RHU/HCs by 2025.

#### **II. BUDGETARY REQUIREMENT**

The Budgetary Requirement for the Supply and Delivery **Supply and Delivery of Autoclave Machine to be used for the Equipping of City Health Office Primary Care Facility and RHU Services: SUPER HEALTH CENTER for 2023 in the City of San Fernando, Pampanga** is included in the PPMP with **Ref. No. 2023- 3324** and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of **ONE HUNDRED SIXTY THOUSAND PESOS (P 160,000,00)**

#### **III.OBJECTIVES**

The objectives of the Supply and Delivery of **Supply and Delivery of Autoclave Machine to be used for the Equipping of City Health Office Primary Care Facility and RHU Services: SUPER HEALTH CENTER for 2023 in the City of San Fernando, Pampanga** are as follows:

1. To be able to facilitate the accreditation of Super Health Center as a Primary Care Facility and Rural Health Unit 6 to the Department of Health.
2. To be able to put up and establish an additional health facility in the City of San Fernando.
3. To store vaccines and temperature sensitive medicines.

#### **IV.TERMS AND CONDITIONS**

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

- a. Specifications/ Schedule of Requirements

Qty.	Unit	Item Description/ Specifications	Delivery Date	Location
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2	unit	<p style="text-align: center;"><b>Autoclave Machine</b></p> <ul style="list-style-type: none"> <li>• <i>Technical Data Voltage Rating: 2KW, AC 220V 50Hz (AC110V 60HZ)</i></li> <li>• <i>Sterilization Temperature: 126 °C</i></li> <li>• <i>Temperature adjust range: 105 °C~ 126 °C</i></li> <li>• <i>Timer range: 0~60min Heat average: <math>\leq \pm 1</math> °C Sterilization Pressure: 0.14~0.16Mpa</i></li> <li>• <i>Max.Safety pressure: 0.165Mpa</i></li> <li>• <i>Sterilization Volume: 20L</i></li> <li>• <i>Fully stainless-steel structure</i></li> <li>• <i>Indicator light indicates working state</i></li> <li>• <i>Double scale indication pressure gauge</i></li> <li>• <i>Time scope : 0~60min</i></li> <li>• <i>Automatically shut off with beep reminding after sterilization</i></li> <li>• <i>Electric heated</i></li> <li>• <i>Easy to operate,safe and reliable</i></li> </ul>	November 6, 2023 at 8AM	CGSO CENTRAL STORAGE
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b. Procurement Process

1. For the End- user, ensure the completion of the documents in order to proceed with the procurement process.
2. 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.
3. If the procurement process reaches the ensuing year, observe that the allowed delivery is only up to what is stipulated in the contract.
4. 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).
5. Ensure that there are readily- available supplies upon submission of Request for Quotation (RFQ)/ Bid since delivery is anticipated upon issuance of PO/ Contract.
6. 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.

c. Delivery/ Implementation period

1. Strictly observe the “No Purchase Order (PO)/ Contracts, No Delivery” Policy and comply with the delivery period.
2. The Delivery Period shall be **November 6, 2023** at the City of San Fernando, Pampanga.
3. During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO/ Contract including the Delivery Schedule, Penalty, among others.
4. 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.
5. Coordination with the supplier/ contractor shall be the function of the CGSO- PMD as its mandate.

d. 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.
4. 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.

**V.DELIVERABLES BY THE SUPPLIER/ CONTRACTOR AND THE CITY GOVERNMENT**

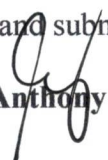
The deliverables of the supplier/ contractor shall be as follows:

- a. Provide the quantity and quality of medical equipment 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:

  
**Aylmer Anthony V. Alimurong, RN**  
PPO II

Noted 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