



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 Health Emergency Management Staff (HEMS) Unit of the City Health Office for 2024 in the City of San Fernando, Pampanga**

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

Company Name

Date : **Jan 24, 2024**

PR No. : **2024-01-00124**

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Tuesday, January 30, 2024 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Lorraine Kate M. Escoto

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	3	unit(s)	• Set Manual (Stethoscope and Aneroid)			
2	3	pc(s)	Durashock Blood Pressure Monitor Size: Adult 11			
3	10	unit(s)	Pulse Oximeter			
4	3	pc(s)	PEDIA Children's Adjustable Cervical Collar Support Neck Brace			
5	3	pc(s)	Cervical Collar Hard, CC-01			
6	30	pc(s)	Oxygen regulator with humidifier (set)			
7	15	tank(s)	Oxygen Tank 5 lbs			
8	5	unit(s)	Glucometer			
9	100	canister	Gluko Strips 25's			
10	20	box(s)	Delica Plus Lancets 100's			



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 Health Emergency Management Staff (HEMS) Unit of the City Health Office for 2024 in the City of San Fernando, Pampanga**

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

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
11	30	box(s)	4x4' Sterile Gauze Pads 100's/box			
12	50	pc(s)	Non – Rebreather Oxygen Mask (Pedia)			
13	100	box(s)	Facemask disposable 3-ply 50/box			
14	2000	pc(s)	Isolation Gown disposable			
15	100	pc(s)	Oxygen Cannula (Adult)			
16	100	pc(s)	Oxygen Cannula (Pedia)			
17	100	pc(s)	Elastic Bandage “2			
18	100	pc(s)	Elastic Bandage “4			
19	100	pc(s)	Elastic Bandage “6			
20	30	pc(s)	Plaster Adhesive 1561, 1.25 x 1			
21	30	pc(s)	Plaster Adhesive 76140, 7.5cm x 5m			
22	40	pc(s)	Medical Sports tape 3M 5cm x 300cm			
23	100	pc(s)	Povidone Iodine 60ml bottle			
24	20	pc(s)	Sharp Disposable Containers 3L			
25	50	pc(s)	IV Infusion set (macro set)			
26	25	pc(s)	IV Infusion set (micro set)			
27	1	box(s)	IV cannula Gauge 24 100's/box			
28	1	box(s)	IV cannula Gauge 20 100's/box			
29	1	box(s)	IV cannula Gauge 22 100's/box			
30	1	box(s)	Syringe 10mL/cc with needle G-23x1”, (100's)			
31	1	box(s)	Syringe 3mL/cc with needle G-23x1”, (100's)			



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 Health Emergency Management Staff (HEMS) Unit of the City Health Office for 2024 in the City of San Fernando, Pampanga**

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

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
32	1	box(s)	Syringe 50mL/cc with needle G-23x1", (100's)			
33	20	pc(s)	Emergency Rescue Blanket (Thermal blanket)			
34	20	pc(s)	Ice Bag			
35	100	box(s)	Nitrile gloves XL 40 pcs			
36	10	pc(s)	Burn Sheet Disposable 40x90			
37	5	pc(s)	Cotton Outdoor Quick Release Emergency Tourniquet Buckle Bandage Supplies.			
38	300	btl(s)	Ethyl alcohol 500 ml			
Total Amount:						

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

Printed Name/ Signature

Tel No./ Cellphone No.

Date

MEDICAL SUPPLIES TERMS OF REFERENCE

Supply and Delivery of Medical Supplies to be used for the Health Emergency Management Staff (HEMS) Unit of the City Health Office for 2024 in the City of San Fernando, Pampanga

I. BACKGROUND

Medical supplies are medical or surgical items that are consumable, expandable, disposable or non-durable and that are used for the treatment or diagnosis of a patient's specific illness, injury or condition.

Access to good quality, affordable, and appropriate health products is indispensable to advance universal health coverage, address health emergencies, and promote healthier populations.

Medical devices are used in many diverse settings, for example, by laypersons at home, by paramedical staff and clinicians in remote clinics, by opticians and dentists and by health-care professionals in advanced medical facilities, for prevention and screening and in palliative care. Such health technologies are used to diagnose illness, to monitor treatments, to assist disabled people and to intervene and treat illnesses, both acute and chronic.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the Supply and Delivery of Medical Supplies to be used for the Health Emergency Management Staff (HEMS) Unit of the City Health Office for 2024 in the City of San Fernando, Pampanga is included in the PPMP with the **Ref. No. 2024-1130** and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of **SIX HUNDRED TWENTY EIGHT THREE HUNDRED EIGHT PESOS AND FIFTY CENTAVOS (P 628,308.50)**.

III. OBJECTIVES

The objectives of the Supply and Delivery of Medical Supplies to be used for the Health Emergency Management Staff (HEMS) Unit of the City Health Office for 2024 in the City of San Fernando, Pampanga are as follows:

1. To provide first aid during emergency response.
2. To protect the healthcare workers from any diseases.

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

The expiration date of the supplies requested should be at least **TWO (2) YEARS OR TWENTY FOUR (24) MONTHS** upon delivery and should be in good condition and packaging. In case the expiration date of the supply does not meet the requirement needed, the supplier should replace the supply at least 3 months before its expiration date.

QTY	UNIT	ITEM DESCRIPTION / SPECIFICATIONS	DELIVERY DATE	LOCATION
3	Units	Set Manual (Stethoscope and Aneroid)	February 2024	Central Storage, New Public Market,
3	Pieces	Durashock Blood Pressure Monitor Size: Adult 11		

10	Units	Pulse Oximeter	Brgy. Del Pilar, CSFP
3	Pieces	PEDIA Children's Adjustable Cervical Collar Support Neck Brace	
3	Pieces	Cervical Collar Hard, CC-01	
30	Pieces	Oxygen regulator with humidifier (set)	
15	tanks	Oxygen Tank 5 lbs	
5	Units	Glucometer	
100	canisters	Gluco Strips 25's	
20	boxes	Delica Plus Lancets 100's	
30	Boxes	4x4' Sterile Gauze Pads 100's/box	
50	pieces	Non – Rebreather Oxygen Mask (Pedia)	
100	Boxes	Facemask disposable 3-ply 50/box	
2000	Pieces	Isolation Gown disposable	
100	Pieces	Oxygen Cannula (Adult)	
100	Pieces	Oxygen Cannula (Pedia)	
100	pieces	Elastic Bandage "2	
100	Pieces	Elastic Bandage "4	
100	Pieces	Elastic Bandage "6	
30	Pieces	Plaster Adhesive 1561, 1.25 x 1	
30	Pieces	Plaster Adhesive 76140, 7.5cm x 5m	
40	Pieces	Medical Sports tape 3M 5cm x 300cm	
100	Pieces	Povidone Iodine 60ml bottle	
20	Pieces	Sharp Disposable Containers 3L	
50	Pieces	IV Infusion set (macro set)	
25	Pieces	IV Infusion set (micro set)	
1	box	IV cannula Gauge 24 100's/box	
1	box	IV cannula Gauge 20 100's/box	
1	box	IV cannula Gauge 22 100's/box	
1	box	Syringe 10mL/cc with needle G-23x1", (100's)	
1	box	Syringe 3mL/cc with needle G-23x1", (100's)	
1	box	Syringe 50mL/cc with needle G-23x1", (100's)	
20	pieces	Emergency Rescue Blanket (Thermal blanket)	
20	Pieces	Ice Bag	
100	boxes	Nitrile gloves XL 40 pcs	
10	Pieces	Burn Sheet Disposable 40x90	
5	pieces	Cotton Outdoor Quick Release Emergency Tourniquet Buckle Bandage Supplies.	
300	Bottles	Ethyl alcohol 500 ml	

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 conformed by the supplier/ contractor.
3. If the procurement process reaches the ensuing year, observe that the allowed transaction 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 to supply the requirements upon issuance of DOC.

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)/ Delivery Order Contract (DOC), No Delivery" Policy and comply with the delivery period.
2. The Delivery Period shall be on February 2024
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 provided that all the specifications/description of item requested are complied.
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.

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

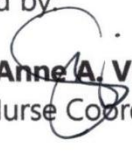
The deliverables of the supplier/ contractor shall be as follows:

- a. Provide the quantity of the supplies 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 the delivery.
- b. End- user shall monitor the delivery.
- c. The Procurement Officer shall assist in the monitoring and on- time payment of the supplier/ contractor.
- 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 by:


Rachel Anne A. Viray, RN
HEMS Nurse Coordinator

Noted by:


Krisette Arah K. David, MD
HEMS Medical Coordinator

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.

MEDICAL SUPPLIES

USB Rechargeable Digital Finger Pressure Pulse Oximeter



Rossmax Set Manual (Stethoscope and Aneroid)



Pediatric stethoscope



Blood Pressure Monitor Flexiport Reusable Size: Adult 11 (preferably Welch Allyn)



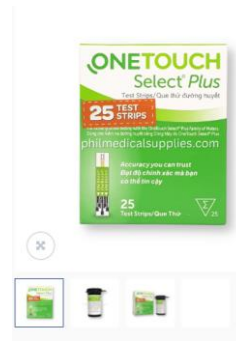
PULSE OXIMETER (preferably Surgitech)



**Glucometer
(One Touch Select Plus Simple)**



Gluko Strips (One Touch Select Plus Simple) 25's



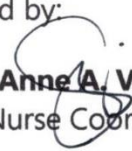
PEDIA Children's Adjustable Cervical Collar Support Neck Brace



Cervical Collar Hard, CC-01



Prepared by:


Rachel Anne A. Viray, RN
HEMS Nurse Coordinator

Noted by:


Krisette Arah R. David, MD
HEMS Medical Coordinator

Approved by:


ROWENA L. SALAS, MD
City Health Officer II