



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 Drugs and Medicines 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 25, 2024**

PR No. : **2024-01-00129**

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Wednesday, January 31, 2024 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Monalyn L. Moulic
Administrative Aide VI (Buyer II)

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	10	bag(s)	Activated Charcoal (500g)			
2	1000	tab(s)	Cinnarizine 25mg/tab			
3	50	ampule(s)	Diphenhydramine 50mg/ml ampule			
4	50	ampule(s)	Epinephrine 1mg/ml ampule			
5	50	vial(s)	Hydrocortisone powdered 100mg/vial			
6	100	pc(s)	Isosorbide Dinitrate 5mg/tab			
7	200	vial(s)	D5050 50ml/vial			
8	2500	tab(s)	Losartan 50mg/tab			
9	1000	tab(s)	Metoclopramide 10mg/tab			
10	50	pc(s)	Nitroglycerin (NTG) Patch 5mg/patch			
11	2500	capsule(s)	Omeprazole 40mg/cap			
12	2500	sachet(s)	Oral Rehydration Salts (75 replacement) 20.5g oral powder sachet			
13	1000	nebule(s)	Salbutamol 1mg/ml/2.5ml nebule			



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 Drugs and Medicines 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
14	1000	nebule(s)	Ipratropium + Salbutamol 500 mcg + 2.5 mg, 2.5 mL Respiratory Solution			
15	2500	tab(s)	Amlodipine 5 mg/tab			
16	2000	tab(s)	Cetirizine 10mg/tab			
17	30	btl(s)	Cetirizine 1mg/ml, 30 ml oral solution bottle			
18	500	tab(s)	Dexamethasone 4mg/tab			
19	100	tube(s)	Mupirocin 2% ointment 15g/tube			
20	1000	tab(s)	Captopril 25mg/tab			
21	2500	tab(s)	Clonidine 75mcg/tab			
22	1000	tab(s)	Aspirin 80mg/tab			
23	1000	tab(s)	Atorvastatin Calcium 40mg/tab			
24	2000	capsule(s)	Vitamin B1 + Vitamin B6 + Vitamin B12 100mg + 5 mg + 50mcg capsule			
25	1000	tab(s)	Lagundi 600 mg/tab			
26	1000	tab(s)	Metronidazole 500mg/tab			
27	2000	tab(s)	Hysoscine N Butylbromide 10 mg/tab			
28	500	tab(s)	Co-amoxiclav 625mg/tab			
29	1000	tab(s)	Azithromycin 500mg/tab			
30	2000	tab(s)	Betahistine 16mg/tab			
31	20	tube(s)	Silver Sulfadiazine 1%, 15 grams cream tube			
32	30	btl(s)	Lactated Ringer's Solution 500ml			
33	100	btl(s)	0.9% Sodium Chloride 500ml			
34	50	ampule(s)	Hysoscine (as N Butylbromide) 20mg/ml, 1 ml ampule			
35	100	ampule(s)	Paracetamol 150mg/ml, 2 ml ampule			
36	100	ampule(s)	Ranitidine HCl 25mg/ml, 2 ml Ampule			
37	65	pc(s)	Sports Cold Spray 200ml			



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 Drugs and Medicines 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
38	100	ampule(s)	Metoclopramide 5mg/ml, 2 ml Ampule			
39	50	ampule(s)	Atropine Sulfate 1 mg/ml, 1ml ampule			
40	100	btl(s)	Sterile water for injection 50ml bottle			
41	50	ampule(s)	Vitamin B1 + Vitamin B6 + Vitamin B12 100 mg + 100 mg + 1 mg /mL, 3 mL Solution for Injection Ampule			
42	5	pc(s)	Hot and Cold Pack (Small)			
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

DRUGS AND MEDICINES TERMS OF REFERENCE

Supply and Delivery of Drugs and Medicines 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 subject to Ordering Agreement

I. BACKGROUND

Emergency Medicine is one of the most valuable types of medical practices in the world. Without Emergency Medicine, trauma patients would have no means to urgent care.

Emergency Medicine is important on the fact that we can immediately provide care to a patient in need as soon as someone calls. With HEMS personnel in ambulances when they arrive emergency care is given to the patient until they reach the professionals at the hospital. The HEMS are trained in their profession and greatly overworked but all for a good cause. While at the hospital the physicians go directly to work on the urgent patient whether they use what timeline they use which is airways, stop the blood, fix the problem. That mentality is the best efficient way to create survival. Let alone is emergency medicine extremely difficult and dangerous due to the fact that procedures on the daily basis can either save a life or take one.

The goals of medicine encompass the relief of pain and suffering, the promotion of health and the prevention of disease, the forestalling of death and promoting of a peaceful death, and the cure of disease when possible and the case of those who cannot be cured.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the Supply and Delivery of Drugs and Medicines 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 subject to Ordering Agreement is included in the **PPMP with the Ref. No. 2024-1132** and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of **TWO HUNDRED FOUR THOUSAND FIVE HUNDRED TWENTY FIVE PESOS (P 204,525.00)**.

III. OBJECTIVES

The objectives of the Supply and Delivery of Drugs and Medicines to be used for the Health Emergency Management Staff of the City Health Office for 2024 in the City of San Fernando, Pampanga subject to Ordering Agreement are as follows:

1. To relieve pain and suffering.
2. To promote health and prevent disease.
3. To provide first aid to emergency cases.

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 medicines 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 medicine does not meet the requirement needed, the supplier should

replace the medicine at least 3 months before its expiration date. All medicines to be delivered should have a Certificate of Product Registration (CPR) and Certificate of Analysis (CoA) and the expiration dates and lot numbers or batch numbers should tally with the medicine delivered.

HEMS MEDICINES

QTY	UNIT	ITEM DESCRIPTION / SPECIFICATION	DELIVERY DATE	LOCATION
10	Bags	Activated Charcoal (500g)	February 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
1000	tabs	Cinnarizine 25mg/tab		
50	ampules	Diphenhydramine 50mg/ml ampule		
50	ampules	Epinephrine 1mg/ml ampule		
50	vials	Hydrocortisone powdered 100mg/vial		
100	pieces	Isosorbide Dinitrate 5mg/tab		
200	vials	D5050 50ml/vial		
2500	tabs	Losartan 50mg/tab		
1000	tabs	Metoclopramide 10mg/tab		
50	patch	Nitroglycerin (NTG) Patch 5mg/patch		
2500	caps	Omeprazole 40mg/cap		
2500	sachets	Oral Rehydration Salts (75 replacement) 20.5g oral powder sachet		
1000	nebule	Salbutamol 1mg/ml/2.5ml nebule		
1000	nebule	Ipratropium + Salbutamol 500 mcg + 2.5 mg, 2.5 mL Respiratory Solution		
2500	tabs	Amlodipine 5 mg/tab		
2000	tabs	Cetirizine 10mg/tab		
30	bottles	Cetirizine 1mg/ml, 30 ml oral solution bottle		
500	tabs	Dexamethasone 4mg/tab		
100	tubes	Mupirocin 2% ointment 15g/tube		
1000	tabs	Captopril 25mg/tab		
2500	tabs	Clonidine 75mcg/tab		
1000	tabs	Aspirin 80mg/tab		
1000	caps	Atorvastatin Calcium 40mg/tab		
2000	tabs	Vitamin B1 + Vitamin B6 + Vitamin B12 100mg + 5 mg + 50mcg capsule		
1000	pieces	Lagundi 600 mg/tab		
100	tabs	Metronidazole 500mg/tab		
2000	tabs	Hysoscine N Butylbromide 10 mg/tab		
500	tabs	Co-amoxiclav 625mg/tab		
1000	tabs	Azithromycin 500mg/tab		
2000	tabs	Betahistine 16mg/tab		
20	tubes	Silver Sulfadiazine 1%, 15 grams cream tube		
30	bottles	Lactated Ringer's Solution 500ml		
100	bottles	0.9% Sodium Chloride 500ml		
50	ampules	Hysoscine (as N Butylbromide) 20mg/ml, 1 ml ampule		
100	ampules	Paracetamol 150mg/ml, 2 ml ampule		
100	ampules	Ranitidine HCl 25mg/ml, 2 ml Ampule		
65	Pieces	Sports Cold Spray 200ml		

100	ampules	Metoclopramide 5mg/ml, 2 ml Ampule		
50	ampules	Atropine Sulfate 1 mg/ml, 1ml ampule		
100	Bottles	Sterile water for injection 50ml bottle		
50	ampules	Vitamin B1 + Vitamin B6 + Vitamin B12 100 mg + 100 mg + 1 mg /mL, 3 mL Solution for Injection Ampule		
5	pieces	Hot and Cold Pack (Small)		

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 from 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:

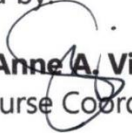
- a. Provide the quantity of the medicines being required by the project/ program; and

- 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 F. 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 if the supplier/contractor