



Republic of the Philippines

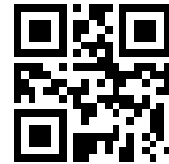
Province of Pampanga

City of San Fernando

Office of the Bids and Awards Committee

REQUEST FOR QUOTATION

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



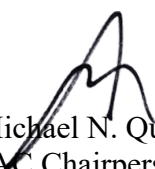
Project Title : **Supply and Delivery of Digital BP Apparatus and Pulse Oximeter to be used for the Cardiovascular Prevention and Control Program of the City Health Office for 2024 in the City of San Fernando, Pampanga**

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

		Date :	Feb 22, 2024
Company Name		PR No. :	2024-02-00364
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, February 28, 2024 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**.

Canvassed by: **Raiza Venise S. Galang**

Approved by: 
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	46	pc(s)	HEAVY DUTY STANDARD CUFF SIZE DIGITAL APPARATUS WITH CHARGABLE BATTERY AND POWER SUPPLY			
2	46	pc(s)	HEAVY DUTY FINGER PULSE OXIMETER WITH ONE LINE ECG READING, OXYGEN SATURATION AND HEART RATE.			
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

TERMS OF REFERENCE

Supply and delivery of Digital BP Apparatus and Pulse Oximeter to be used for the Cardiovascular Prevention and Control Program of the City Health Office for 2024 in the City of San Fernando, Pampanga

I. BACKGROUND

Cardiovascular diseases (CVDs) refer to conditions affecting the heart and blood vessels. The World Health Organization reports that four out of five CVD-related deaths are caused by heart attacks and strokes. To prevent such fatalities, it is crucial to identify those at highest risk of CVDs and provide them with proper education, awareness campaigns and supportive measures for effective treatment and management.

It is crucial to have access to essential medicines for Non-Communicable Diseases, as well as basic health technologies and remedies, in all primary health care facilities such as Barangay Health Stations and Rural Health Units. This ensures that those in need receive proper treatment and counseling, ultimately preventing serious complications such as brain or heart attacks which can lead to disabilities or even mortality.

It's important to ensure that patients with Non-Communicable Diseases have access to essential medicines and basic health technologies. By providing compliance packs for maintenance of hypertensive patients, serious complications can be prevented, such as brain or heart attacks which can lead to disabilities or even mortality. Unfortunately, the irregular supply of compliance packs by the Department of Health has led to complications for priority patients who are mostly indigents. To reduce morbidity and mortality, the City Health Office has formulated its own procurement of compliance packs.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the **Supply and delivery of Digital BP Apparatus and Pulse Oximeter to be used for the Cardiovascular Prevention and Control Program of the City Health Office for 2024 in the City of San Fernando, Pampanga** is included in the **PPMP with the Ref No. 2024-779** and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of **ONE HUNDRED TEN THOUSAND EIGHT HUNDRED SIXTY PESOS (P 110,860.00)**

III. OBJECTIVES

The objectives of the **Supply and delivery of Digital BP Apparatus and Pulse Oximeter to be used for the Cardiovascular Prevention and Control Program of the City Health Office for 2024 in the City of San Fernando, Pampanga** are as follows.

According to the constituency perspective, the City Health Office's strategic objective is to provide highly responsive preventive health care to all Fernandinos to minimize and eventually prevent the occurrence of morbidity and mortality and prevent increase of Cardiovascular Diseases in the City.

Specific Objectives:

1. To be able to create a database of hypertensive patients:
 - a. Hypertensive with Diabetes
 - b. Hypertensive undergoing Dialysis
 - c. Hypertensive with co-morbidity
2. Provide maintenance Compliance Pack to identified patients
3. Disseminate Healthy Lifestyle Activities
 - a. Smoke Free advocacies and alcohol intake reduction
 - b. Nutrition Counselling
 - c. Health and Wellness Program

4. Control Blood Pressure of hypertensive patients from 140/80 mmHg to 120/80 mmHg.

IV. COVERAGE/SERVICES:

The city government of San Fernando aims to provide quality health service for its constituents and with is equipment, the Quality of health service (Free Blood pressure and Oxygen reading) is secured and provided in outmost care and manner.

V. TERMS AND CONDITIONS:

During the procurement process and delivery/implementation of the contract the end user and the suppliers/contractor shall

A. Specification/Schedule of Requirements

1. The EQUIPEMENT to be procured are brand-new should have the following particulars as stated below.

QTY	UNIT	PARTICULARS	DELIVERY DATE	LOCATION
46	PC	HEAVY DUTY STANDARD CUFF SIZE DIGITAL APPARATUS WITH CHARGABLE BATTERY AND POWER SUPPLY	February to April 2024	CENTRAL STORAGE, NEW PUBLIC MARKET, BRGY DEL PILAR, CSFP
46	PC	HEAVY DUTY FINGER PULSE OXIMETER WITH ONE LINE ECG READING, OXYGEN SATURATION AND HEART RATE.	February to April 2024	CENTRAL STORAGE, NEW PUBLIC MARKET, BRGY DEL PILAR, CSFP

B. Procurement Process

1. For the End- user, ensure the completion of the documents 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 1s only up to what 1s stipulated in the contract.
4. For the End- user, clearly present 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 to April 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
6. For onsite delivery, ensure the coordination with the Inspector from the CGSO- Property and Supply Management Division (PSMD) for the inspection of the delivery in terms of quantity and quality of medicines and to immediately notify the supplier/ contractor in case of any concerns before the acceptance.

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 medical equipment 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 of 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:


CAMIR DIANNE R. AYSON, MD
 NCD Program Manager

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*