



Republic of the Philippines
Province of Pampanga
City of San Fernando

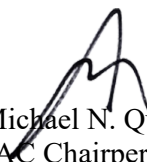


Office of the Bids and Awards Committee
REQUEST FOR QUOTATION
(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)

Project Title : **Supply and Delivery of Medical Equipment to be used at the City Health Office- Birthing Stations for 2024 in the City of San Fernando, Pampanga**
Location of the Project : **City Health Office - Birthing Stations**

Company Name _____ Date : **Apr 4, 2024**
PR No. : **2024-04-00627**
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, April 11, 2024 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga.**

Canvassed by: **Joan D. Gutierrez** 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	2	unit(s)	Auto clave Machine -16.6 Liter Sterilizing course: Automatic 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) 230 mm*410 mm Overall size. Weight:340 mm, Height: 660 mm, Diameter:420 mm. Chamber capacity:16.6 liter. Power consumption:220 V/0.9KW/3.7 Amp. Time range: 0-60 minutes. Material Quality: Chamber SUS#304. Using Temperature/ Pressure: unwrapped: 122 C/1.4 kg/cm2. Wrapped:122 C/1.4 kg/cm2Liquids: 122 C/1.2 kg/cm2. Working Range: 140 C at 1.5 kg/cm2. Safety device: Thermostat control-to prevent overheating safety valve, release valve, emergency exhaust valve. Standard accessories: #304 Stainless Steel, Sterilization box size: 35 cmx18 cmx12 cm tray-1pc			
2	3	unit(s)	Doppler Machine -Probe connector for interchangeable probe options. Unique fetal heart rate processing modes for optimum performance in the widest range of signal conditions. 3 FHR processing modes – for optimum performance in the widest range of signal conditions. Real time fetal heart rate data output. Easy-clean probe – for improved contamination control.			
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 Medical Equipment to be used at the City Health Office- Birthing Stations for 2024 in the City of San Fernando, Pampanga

I. BACKGROUND

The birth center is a health care facility for childbirth where care is provided in the midwifery and wellness model. The birth center is freestanding and not a hospital.

Birth centers are an integrated part of the health care system and are guided by principles of prevention, sensitivity, safety, appropriate medical intervention and cost-effectiveness. While the practice of midwifery and the support of physiologic birth and newborn transition may occur in other settings, this is the exclusive model of care in a birth center.

The birth center respects and facilitates a woman's right to make informed choices about her health care and her baby's health care based on her values and beliefs. The woman's family, as she defines it, is welcome to participate in the pregnancy, birth, and the postpartum period.

II. BUDGETARY REQUIREMENT

Supply and Delivery of Medical Equipment to be used at the City Health Office-Birthing Stations for 2024 in the City of San Fernando, Pampanga is included in the PPMP with Ref. No. 2024-1211 and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of Three Hundred Sixty Thousand Pesos. (P 360,000.00)

III. OBJECTIVES

To minimize the space and make the office look more spacious of each birthing stations.

IV. TERMS AND CONDITION

a. Specification / Schedule of Requirements

Quantity	Unit	Item Description/Specification	Delivery Date	Location
2	units	Autoclave Machine -16.6 Liter Sterilizing course: Automatic 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) 230 mm*410 mm Overall size. Weight:340 mm, Height: 660 mm, Diameter:420 mm. Chamber capacity:16.6 liter. Power consumption:220 V/0.9KW/3.7 Amp. Time range: 0-60 minutes.	APRIL 2024	CENTRAL STORAGE, NEW PUBLIC MARKET, BRGY DEL PILAR, CSFP

		Material Quality: Chamber SUS#304. Using Temperature/ Pressure: unwrapped: 122 C/1.4 kg/cm2.Wrapped:122 C/1.4 kg/cm2Liquids: 122 C/1.2 kg/cm2. Working Range: 140 C at 1.5 kg/cm2. Safety device: Thermostat control- to prevent overheating safety valve, release valve, emergency exhaust valve. Standard accessories: #304 Stainless Steel, Sterilization box size: 35 cmx18 cmx12 cm tray-1pc		
3	units	Doppler Machine -Probe connector for interchangeable probe options. Unique fetal heart rate processing modes for optimum performance in the widest range of signal conditions. 3 FHR processing modes – for optimum performance in the widest range of signal conditions. Real time fetal heart rate data output. Easy-clean probe – for improved contamination control.		

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 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 on 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 items 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.

VI. DELIVERABLES BY THE PROVIDER AND THE CITY GOVERNMENT

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

a. Provide quantity of items 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 on the supplier/contractor i.e., 60 days after delivery.

b. End-user shall monitor the delivery of requirements.

c. The Procurement Officer shall assist in the monitoring, delivery and on-time payment on the payment on the supplier.

d. Provide necessary and readily-available documents such as during the conduct of post-audit.

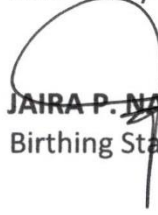
e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.

Prepared by:



LEA N. PANGANIBAN, RN
Birthing Station Nurse Program Coordinator

Verified by:



JAIRA P. NATIVIDAD, MD
Birthing Station Program Manager

Approved by:



ROWENA L. SALAS, MD
City Health Office II

CONFORME:

Signature over Printed Name

Date

Note: *The 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.*