



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 - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga**
Location of the Project : **City Health Office**

Company Name

Date : **Oct 8, 2024**

PR No. : **2024-10-01882**

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, October 15, 2024 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Camille C. Mendiola

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 | 12 | pc(s) | Aneroid BP Apparatus <ul style="list-style-type: none">• Standard cotton cuff, a non-stop pin manometer, a 2-tube adult-size PVC bladder, and a large air-release valve with spring, with a standard end valve and standard latex bulb, Vinyl zipper bag included• Dimension: 7cm x 17cm x 10cm | | | |
| 2 | 12 | pc(s) | Stethoscope <ul style="list-style-type: none">• Tunable, Dual-Sided Stainless• Steel Chest piece With Open Or Closed Bell.• Non-Chill Bell Sleeve For Greater Patient Comfort• Soft-Sealing Ear-Tips Provide Optimal Comfort And Excellent Sound Occlusion.• Assorted Colors | | | |
| 3 | 12 | pc(s) | Infrared Thermometer <ul style="list-style-type: none">• Non-contact forehead Infrared thermometer ideal for quickly detecting elevated body temperature• Measures body temperature from 89.6 to 108.5°F (32.0 to 42.5°C) without contact• Accurate to 0.5°F (0.3°C) with 0.1°F/°C resolution, Fast response (0.5 seconds)• Optimum measurement distance of 1.9" to 5.9" (50-150mm)• Eliminates need for replacement supplies reduces spread of diseases from using contact devices• Adjustable alarm alerts user visually and audibly when temperature exceeds programmed limit• Memory stores up to 32 readings for easy recall• Large backlit LCD display• Supplied with 2x AA batteries and pouch | | | |
| 4 | 12 | pc(s) | PULSE OXIMETER <ul style="list-style-type: none">• Mirror acrylic paint panel, greatly improve the quality of products. | | | |



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- Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga**

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

| Item No. | Qty | Unit | Item Description | Remarks | Unit Price | Total |
|----------------------|-----|------|---|---------|------------|-------|
| | | | <ul style="list-style-type: none">• It has four important functions: blood oxygen, pulse, perfusion index and respiratory rate.• Just insert your finger, press the button, and the blood oxygen measurement can be completed in 8 seconds.• Pulse (heart rate) can be detected simultaneously with blood oxygen.• OLED high-resolution display, support five levels of brightness adjustment, no matter what kind of light, you can clearly see the screen data.• If the saturation of blood oxygen exceeds 94% ~ 99% and the heart rate exceeds 60 ~ 130 minutes, a buzzer warning will be automatically issued.• The stability and accuracy of the circuit design are guaranteed.• All wrapped rubber anti-skid pad is used, which is comfortable and not easy to fall off.• It can switch different display direction and interface at will. | | | |
| 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 - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga

I.BACKGROUND

In exigency of the service, and in line with the evolving demand of public health-related undertakings, the provision of relative capital outlay and various supplies for daily operation is highly essential for the benefit/interest of our healthcare workforce and to generally improve the delivery of health services to our constituents.

.II. BUDGETARY REQUIREMENT

The Budgetary Requirement for the **Supply and Delivery of Medical Equipment to be used at the City Health Office - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga** is included in the PPMP with Ref. No. 2024 - 2725 and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of ONE HUNDRED TWENTY-EIGHT THOUSAND AND FOUR HUNDRED PESOS (P 128,400.00)

III.OBJECTIVES

The objectives of the **Supply and Delivery of Medical Equipment to be used at the City Health Office - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga** are as follows:

1. For the facility to be able provide baseline assessment (BP and Consultation) and continuous monitoring of vital signs to patients.

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 |
|-------------|-------------|---|----------------------|---|
| 12 | PCS | Aneroid BP Apparatus <ul style="list-style-type: none">• Standard cotton cuff, a non-stop pin manometer, a 2-tube adult-size PVC bladder, and a large air-release valve with spring, with a standard end valve and standard latex bulb, Vinyl zipper bag included• Dimension: 7cm x 17cm x 10cm | November 2024 | Central Storage, New Public Market, Brgy. Del Pilar, CSFP |
| 12 | PCS | Stethoscope <ul style="list-style-type: none">• Tunable, Dual-Sided Stainless | November 2024 | Central Storage, New Public Market, Brgy. Del Pilar, CSFP |

| | | | | |
|----|-----|--|---------------|---|
| | | <ul style="list-style-type: none"> • Steel Chest piece With Open Or Closed Bell. • Non-Chill Bell Sleeve For Greater Patient Comfort • Soft-Sealing Ear-Tips Provide Optimal Comfort And Excellent Sound Occlusion. • Assorted Colors | | |
| 12 | PCS | <p>Infrared Thermometer</p> <ul style="list-style-type: none"> • Non-contact forehead Infrared thermometer ideal for quickly detecting elevated body temperature • Measures body temperature from 89.6 to 108.5°F (32.0 to 42.5°C) without contact • Accurate to 0.5°F (0.3°C) with 0.1°F/°C resolution, Fast response (0.5 seconds) • Optimum measurement distance of 1.9" to 5.9" (50-150mm) • Eliminates need for replacement supplies reduces spread of diseases from using contact devices • Adjustable alarm alerts user visually and audibly when temperature exceeds programmed limit | November 2024 | Central Storage, New Public Market, Brgy. Del Pilar, CSFP |

| | | | | |
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| | | <ul style="list-style-type: none"> • Memory stores up to 32 readings for easy recall • Large backlit LCD display • Supplied with 2x AA batteries and pouch | | |
| 12 | PCS | <p>PULSE OXIMETER</p> <ul style="list-style-type: none"> • Mirror acrylic paint panel, greatly improve the quality of products. • It has four important functions: blood oxygen, pulse, perfusion index and respiratory rate. • Just insert your finger, press the button, and the blood oxygen measurement can be completed in 8 seconds. • Pulse (heart rate) can be detected simultaneously with blood oxygen. • OLED high-resolution display, support five levels of brightness adjustment, no matter what kind of light, you can clearly see the screen data. • If the saturation of blood oxygen exceeds 94% ~ 99% and the heart rate exceeds 60 ~ 130 minutes, a buzzer warning will be automatically issued. • The stability and accuracy of the | November 2024 | Central Storage, New Public Market, Brgy. Del Pilar, CSFP |

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| | | <p>circuit design are guaranteed.</p> <ul style="list-style-type: none"> • All wrapped rubber anti-skid pad is used, which is comfortable and not easy to fall off. • It can switch different display direction and interface at will. | | |
|--|--|--|--|--|

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.⁴
2. The Delivery Period shall be on **NOVEMBER 2024** 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.
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.
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 items 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 by:



MARK ANDREW P. CALILUNG, RN
PUBLIC HEALTH NURSE – RHU IV

Submitted by:



DR. JAIRA P. NATIVIDAD
RURAL HEALTH PHYSICIAN – RHU IV

Noted by:



DR. ROWENA L. SALAS
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

SAMPLE PICTURE



ANEROID BP APPARATUS



STETHOSCOPE



INFRARED THERMOMETER



PULSE OXIMETER

APPROVED BY:


DR. ROWENA L. SALAS
CITY HEALTH OFFICER II