



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 Veterinary Supplies to be given to the Poultry and Livestock Raiser and Kutcheros affected by the Typhoon Carina and Southwest Moonsoon (Habagat) in the City of San Fernando, Pampanga**

Location of the Project : **City Agriculture and Veterinary Office**

Company Name

Date :

Oct 29, 2024

PR No. :

2024-10-02034

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Monday, November 4, 2024 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga**.

Canvassed by:

Approved by:

Jannelle D.A. Tungcab

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	gram(s)	Pesticide Powder (250g x 10)			
2	2	btl(s)	Amitraz 125g/liter (1 liter x 2)			
3	3	btl(s)	Oxytetracycline LA injectable (100mlx3)			
4	2	btl(s)	Enrofloxacin injectable (100ml x 2)			
5	2	btl(s)	Ceftiofur injectable (100ml x 2)			
6	2	btl(s)	Gentamox injectable (100ml x 2)			
7	5	btl(s)	Vitamin ADE injectable (100ml x 5)			
8	10	btl(s)	Bcomplex + Liver extract (50mlx10)			
9	10	book(s)	Water soluble powder Doxy Tiamulin (5mgx48x10box)			
10	10	box(s)	Multivitamins + Amino Acids (5mg x 48 x 10 box)			



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Location of the Project : **City Agriculture and Veterinary Office**

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
11	1	canister	Disinfectant powder (5kg x 1)			
12	10	btl(s)	Disinfectant Spray (681 ml x 10)			
13	5	btl(s)	double chain quarter nary amonium green label (1 liter x 5)			
14	2	box(s)	Levamisole Powder (10gx24x2box)			
15	50	gal(s)	Molasses (1 gal. x 50)			
16	10	kg(s)	Mineral Lick (5kg x 10)			
17	50	sack(s)	D1 (50kg/sack x 50 for the affected horses)			
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 VETERINARY SUPPLIES TO BE GIVEN TO THE POULTRY AND LIVESTOCK RAISER AND KUTCHEROS AFFECTED BY THE TYPHOON CARINA AND SOUTHWEST MOONSOON (HABAGAT) IN THE CITY OF SAN FERNANDO, PAMPANGA

I.BACKGROUND

Pursuant to R.A. No. 7160 otherwise known as the Local Government Code of 1991 Particularly Section 444(b)(1) provides that the Chief Executive shall exercise general supervision and control over all programs, projects, services, and activities of the local government.

Backyard livestock farming has always been a priority in the city. Fernandino livestock Farmers raise animals to alleviate poverty. Income from these animals is often used to pay for their children's education. To maximize their profits, our livestock technicians ensure the animal's health throughout the cycle by providing them with veterinary services such as deworming, vitamin and mineral supplementation, and treatment during diseases outbreaks. Moreover, household pet owners who couldn't afford private veterinary care avail of our services.

In conformity with Ra 8435 or "Agriculture and Fisheries Modernization Act of 2007". The CAVO must develop and adopt measures to modernize the agriculture sector in the city to enhance profitability and prepare the farmers for the challenge of globalization, In line with the city's 10th agenda "Agriculture", the city is appropriating adequate and focused support to livestock farmers to improve production and profit.

II.BUDGETARY REQUIREMENT

The budgetary requirement for the Supply and Delivery of Veterinary Supplies to be given to the Poultry and Livestock Raiser and Kutcheros affected by the Typhoon Carina and Southwest Moonsoon (Habagat) in the City of San Fernando, Pampanga is included in the PPMP with the Ref. No. 2024-2816 and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of **ONE HUNDRED EIGHTY FOUR THOUSAND SIX HUNDRED SEVENTY PESOS (P 184,670.00)**.

III.OBJECTIVES

Ensure the well-being of the farm animals and household pet animals.

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
50	Sack(s)	D1 (50kg/sac x 50 for the affected horses)	10 days upon issuance of PO and NTP	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
10	Kg(s)	Mineral Lick (5kg x 10)		
50	Gals(s)	Molasses (1 gal. x 50)		
2	Box(s)	Levamisole Powder (10gx24x2box)		
5	Btl(s)	Double chain quarter nary amonium green label (1 liter x 5)		
10	Btl(s)	Disinfectant Spray (681 ml x 10)		
1	canister	Disinfectant powder (5kg x 1)		
10	Box(s)	Multivitamins + Amino Acids (5mg x 48 x 10 box)		
10	Book(s)	Water soluble powder Doxy Tiamulin (5mgx48x10box)		
10	Btl(s)	Bcomplex + Liver extract (50ml x 10)		
5	Btl(s)	Vitamin ADE injectable (100ml x 5)		
2	Btl(s)	Gentamox Injectable (100ml x 2)		
2	Btl(s)	Ceftiofur injectable (100ml x 2)		
2	Btl(s)	Enrofloxacin injectable (100ml x 2)		
3	Btl(s)	Oxytetracycline LA injectable (100ml x 3)		
2	Btl(s)	Amitraz 125g/liter (1 liter x 2)		
10	Gram(s)	Pesticide Powder (250g x 10)		

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 supplier/contractor shall present the PO and issue Sales Invoice
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. Ensure to supply the requirements upon issuance of Purchase Order.

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 the Veterinary 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:

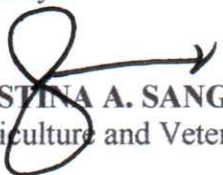
- a. On- time payment of the supplier/ contractor i.e., 15 days after the delivery.
- b. End- user shall monitor the delivery.
- c. The Procurement Officer shall assist in the monitoring and on- time payment of the supplier/ contractor.

- 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:


BYRON JOHN C. ZAMORA
Admin Assistant II

Approved by:


Dr. CRISTINA A. SANGUMAY
City Agriculture and Veterinary Officer

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.*