



**BIDS AND AWARDS COMMITTEE**

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**REQUEST FOR QUOTATION**

**PROCUREMENT OF POLO SHIRTS FOR KAPALONG SURGICAL CARAVAN 2017**

**RFQ NO. 2017-09-210 (R-399)**

1. The Davao Regional Medical Center, hereinafter referred to as "the Purchaser", has a requirement for the Procurement of Polo Shirts for Kapalong Surgical Caravan 2017.
2. Procurement procedures will be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act 9184 (R.A. 9184).
3. A complete set of bidding documents may be purchased by interested bidders on **September 28- October 3, 2017** from the address below and upon payment of a non-refundable fee for the bidding documents in the amount of 500.00.
4. Quotations must be delivered at the PROCUREMENT SECTION/ BAC SECRETARIAT, Davao Regional Medical Center, Apokon, Tagum City on or before **9:30 A.M. 3 October, 2017**.
5. Your price quotation must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid if the contract is awarded.
6. Price Schedule must be quoted in words as well as in figures, **computerized/typewritten** with no missing pages and **must be placed in a sealed envelope marked (RFQ: 17-09-210)**. All pages comprising the Documents must be duly signed for authenticity. Failure to comply is a ground for disqualification.
7. Bids shall be valid for ninety (90) days from the Opening of Bids.
8. The delivery period shall be within ten (10) working days from the receipt of the Notice to Proceed.
9. **DELIVERY SITE: Materials Management Section, Davao Regional Medical Center, Apokon, Tagum City.**
10. The applicable rate for late deliveries is one tenth (1/10) of the one (1) percent of the cost of the unperformed portion for every day of delay.

The maximum deduction shall be ten (10) percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten (10) percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.

11. The DRMC reserves the right to accept or reject any quotation, and to annul the bidding process and reject all quotations at any time prior to Contract Award, without thereby incurring any liability to the affected bidder or bidders and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
12. Bidders are entitled to one (1) bid only, otherwise all bids made shall automatically be rejected.
13. **The prospective bidder shall submit Certified True Copy of the following requirements in one envelope.**
  - a. **Price Schedule**
  - b. **Technical Specifications**
  - c. **Mayor's/Business Permit**
  - d. **PhilGEPS Registration Number**
  - e. **Income/Business Tax Return**
  - f. **Omnibus Sworn Statement**
  - g. **Professional License/Curriculum Vitae , for Consulting Services**
  - h. **Philippine Contractors Accreditation Board (PCAB), for Infrastructure Projects**
  - i. **Certificate of Product Registration (CPR), if applicable**
  - j. **FDA License to Operate with List of Sources, if applicable**

**(SGD)RHODORA M. BOISER, MPA**  
Chairperson, Bids and Awards Committee



Republic of the Philippines  
Department of Health  
**DAVAO REGIONAL MEDICAL CENTER**  
Apokon, Tagum City



**PhilGEPS Reference Number: 4833118 (RD)**

**For Goods Offered From Within the Philippines - Price Schedule**

Name of Bidder: \_\_\_\_\_

IB No. 17-09-210

Date: 09-27-17

Telephone No.: \_\_\_\_\_

PR No. 17-09-344

Date: 09-25-17

Address: \_\_\_\_\_

Resolution No: 09-399 (Negotiated-Small Value Procurement)

**Date of Opening: October 3, 2017 9:30 A.M. BAC Office**

Item No.	Description	QTY.	Unit	Approved Budget for the Contract (ABC)/unit	Approved Budget for the Contract (ABC)/Item	Unit Price (amount in figures and words)	Total
1	Polo Shirt, as per sample	225	pc	250.00	56,250.00		
	brand						
	packaging/model						
	country of origin						
	X-X-X-X-X-X						
	Purpose: For the use of Surgical Caravan 2017 (October 9-14; 23-27, 2017)						
	<b>Approved Budget for the Contract: PhP</b>				<b>56,250.00</b>		



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**TECHNICAL SPECIFICATIONS**

Item No.	Purchaser's Specifications	Quantity		Supplier's Specification
1	Polo Shirt, as per sample	225	pc	

NAME OF COMPANY

ADDRESS

SIGNATURE OVER PRINTED NAME

*(Duly authorized to sign the Bid)*

TELEPHONE/FAX NO.