



BIDS AND AWARDS COMMITTEE

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REQUEST FOR QUOTATION

PROCUREMENT OF INFORMATION, EDUCATION & COMMUNICATION (IEC) MATERIALS

RFQ NO. 2018-01-011 (R-025)

1. The Davao Regional Medical Center, hereinafter referred to as "the Purchaser", has a requirement for the Procurement of IEC Materials.
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 **January 12-17, 2018** 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 **January 17, 2018, 2:00 p.m.**
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: 18-01-011)**. 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:

For Goods Offered From Within the Philippines - Price Schedule

Name of Bidder: _____
Telephone No.: _____
Address: _____

IB No. 18-01-011
PR No. 18-01-018
Resolution No: 01-025 (Negotiated-Small Value Procurement)

Date: 1-11-18
Date: 1-9-18

Date of Opening: January 17, 2018, 2:00 p.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	T-shirt (please see attached design)	239	pc	200.00	47,800.00		
	color: black						
	brand						
	packaging/model						
	country of origin						
	Note:						
	Inclusive of Design & Lay-out						
	X-X-X-X-X-X-X						
	Purpose: For the Use of 44th Hospital Anniversary, DRMC, Apokon, Tagum City						
	Approved Budget for the Contract: PhP				47,800.00		



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TECHNICAL SPECIFICATIONS

Item No.	Purchaser's Specifications	Quantity		Supplier's Specification
1	T-shirt (please see attached design)	239	pc	
	color: black			
	Note:			
	Inclusive of Design & Lay-out			

NAME OF COMPANY

ADDRESS

SIGNATURE OVER PRINTED NAME
(Duly authorized to sign the Bid)

TELEPHONE/FAX NO.