



**BIDS AND AWARDS COMMITTEE**

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**REQUEST FOR QUOTATION**

**PROCUREMENT OF INFORMATION, EDUCATION & COMMUNICATION (IEC) MATERIALS  
FOR WOMEN & CHILD PROTECTION UNIT (WCPU)**

**RFQ NO. 2017-12-357 (R-723)**

1. The Davao Regional Medical Center, hereinafter referred to as "the Purchaser", has a requirement for the Procurement of Information, Education, and Communication (IEC) Materials for Women & Child Protection Unit (WCPU).
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 8-11, 2018** 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 11, 2018 2:00PM.**
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: 17-12-357)**. 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 twenty (20) 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: 5093225 (RD)**

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

Name of Bidder: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

IB No. 17-12-357  
PR No. 17-06-222  
Resolution No: 12-723 (Negotiated Procurement - Small Value Procurement)

Date: 12-21-17  
Date: 6-9-17

**Date of Opening: January 11, 2018 2:00PM 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	Umbrella, large, as per sample	175	pc	180.00	31,500.00		
	brand						
	packaging/model						
	country of origin						
2	Umbrella, small, as per sample	175	pc	150.00	26,250.00		
	brand						
	packaging/model						
	country of origin						
3	Mug, as per sample	200	pc	100.00	20,000.00		
	brand						
	packaging/model						
	country of origin						
4	Paper hand fan, as per sample	600	pc	80.00	48,000.00		
	brand						
	packaging/model						
	country of origin						
5	Flyers, as per sample	600	pc	10.00	6,000.00		
	brand						
	packaging/model						
	country of origin						
6	Pink Haven Kit (Bag pack/Handy bag with notebook, intermediate paper, Ballpen (black), Pencil, Crayons (24 colors), Drawing book, Bath soap (70 g), face towel)	300	kit	350.00	105,000.00		
	brand						
	packaging/model						
	country of origin						
7	Acrylic for services offered	10	pc	2,400.00	24,000.00		
	brand						
	packaging/model						
	country of origin						
8	Audio Visual Presentation	1	lot	30,000.00	30,000.00		
	<b>Note: Inclusive of Lay-out &amp; Design</b>						
	X-X-X-X-X-X-X-X						
	Purpose: For the use of PHD- WCPU, DRMC, Apokon, Tagum City						
	<b>Approved Budget of the Contract: PhP</b>				<b>290,750.00</b>		



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**TECHNICAL SPECIFICATIONS**

Item No.	Purchaser's Specifications	Quantity		Supplier's Specification
1	Umbrella, large, as per sample	175	pc	
2	Umbrella, small, as per sample	175	pc	
3	Mug, as per sample	200	pc	
4	paper hand fan, as per sample	600	pc	
5	Flyers, as per sample	600	pc	
6	Pink Haven Kit (Bag pack/Handy bag with notebook, intermediate paper, Ballpen (black), Pencil, Crayons (24 colors), Drawing book, Bath soap (70 g), face towel)	300	kit	
7	Acrylic for services offered	10	pc	
8	Audio Visual Presentation	1	lot	

NAME OF COMPANY

ADDRESS

SIGNATURE OVER PRINTED NAME

*(Duly authorized to sign the Bid)*

TELEPHONE/FAX NO.