



Bids and Awards Committee

REQUEST FOR QUOTATION (RFQ) No. 2020-SVP-28

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the item stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The SEC hereinafter referred to as “the Purchaser”, now requests submission of a price quotation for the subject below:

S-APP 2020-1	PR No.	Lot No.	Description	Approved Budget for the Contract (ABC) inclusive of VAT
Item no. II.E.21	2020-02-084	Lot 1	Supply and Delivery of Various Medicines (See Attachment 2.A for Terms of Reference)	Php250,000.00
Item no. II.E.22	2020-02-085	Lot 2	Supply and Delivery of Various Medical Supplies (See Attachment 2.B for Terms of Reference)	Php19,000.00
Item no. II.E.23	2020-02-086	Lot 3	Supply and Delivery of Various Dental Supplies (See Attachment 2.C for Terms of Reference)	Php318,000.00

Interested suppliers are required to submit the following documents:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Omnibus Sworn Statement with duly authorized Secretary's Certificate, if a corporation.
(Attachment 3) – (For **Lot I & Lot III** only.)

SEC Condition of Sales:

1. Delivery Schedule: Fifteen (15) calendar days upon receipt of approved PO/NTP
2. Validity: Sixty (60) calendar days from submission of bids
3. Delivery Site: General Services Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which complies with the minimum technical specifications and other terms and conditions stated herein.

Any alterations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than **10:00 A.M. of June 29, 2020** at the Procurement Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City. Open submission may be done, manually, through Facsimile No. 818-5330, or via email (bacsecretariat@sec.gov.ph).

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), the Procuring Entity may rescind or terminate the Contract without prejudice to other courses of action and remedies open to it.

The SEC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

EMMANUEL Y. ARTIZA
BAC Chairman

PRICE QUOTATION FORM
RFQ No. No. 2020-SVP-28

Date: _____

The Bids and Awards Committee
 c/o Procurement Division
 3rd Floor, Secretariat Building,
 PICC Complex, Pasay City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price proposal for the items identified below:

Item no.	Article and Descriptions	Qty.	Unit price	Total Price (VAT Inclusive)
1	Supply and Delivery of Various Medicines (Lot 1)	1 lot	Php _____	Php _____
2	Supply and Delivery of Various Medical Supplies (Lot 2)	1 lot	Php _____	Php _____
3	Supply and Delivery of Various Dental Supplies (Lot 3)	1 lot	Php _____	Php _____

AMOUNT IN WORDS: _____ (VAT inclusive)

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name : _____
 Contact no. : _____

TERMS OF REFERENCE

I. PROJECT TITLE:

Supply and Delivery of Medicines (Lot I), Medical Supplies (Lot II), and Dental Supplies (Lot III)

II. APPROVED BUDGET FOR CONTRACT (ABC):

Lot I – Medicines:

Two Hundred Fifty Thousand Pesos
(Php250,000.00), VAT Inclusive

Lot II – Medical Supplies:

Nineteen Thousand Pesos
(Php19,000.00), VAT Inclusive

Lot III – Dental Supplies:

Three Hundred Eighteen Thousand Pesos
(Php318,000.00), VAT Inclusive

TOTAL – Five Hundred Eighty-Seven Thousand Pesos (Php587,000.00), VAT Inclusive

III. SPECIFICATIONS:

A. Medicines

ITEM NO.	QUANTITY	DESCRIPTION
1	5 boxes	ACETYLCYSTEINE 200 mg. caps 100's
2	6 boxes	AMOXICILLIN 500 mg. caps 100's
3	6 boxes	ATORVASTATIN 20 mg. tabs 100's
4	6 boxes	PARACETAMOL 500 mg. tabs 100's
5	3 boxes	HYOSCINE-N-BUTYLBROMIDE 10 mg.tabs100's
6	4 boxes	BUTAMIRATE CITRATE 50 mg.tabs 100's
7	6 boxes	CIPROFLOXACIN 500 mg.tabs. 100's
8	6 boxes	PHENYLEPHRINE HCL+PARACETAMOL tabs. (NO-DROWSE) 100's
9	6 boxes	LEVOCETERIZINE Dihydrochloride 5 mg. caps 100's
10	6 boxes	MONTELUKAST/LEVOCETIRIZINE 10/5 mg. 100's
11	4 boxes	LOPERAMIDE 2 mg. caps. 100's

12	5 boxes	MEFENAMIC ACID 500 mg. cap. 100's
13	6 boxes	OMEPRAZOLE 20 mg. caps. 100's
14	4 pcs.	METHYLSALICYLATE + MENTHOL topical tube 30 g
15	4 boxes	CELECOXIB 200 mg. tabs. 100's
16	5 boxes	CINNARIZINE 25 mg. tabs. 100's
17	5 boxes	CLARITHROMYCIN 500 mg. tab.100's
18	2 boxes	BENZYDAMINE HCL Lozenges 3 mg. tabs. 160's
19	5 boxes	LOSARTAN 50 mg. tabs. 100's
20	5 boxes	METFORMIN 500 mg. tabs. 100's
21	10 boxes	FENOFIBRATE 145 mg 30's
22	50 pieces	IPATROPIUM BROMIDE/SALBUTAMOL NEBULE 2.5 ml.
23	2 boxes	AMLODIPINE 5 mg 100's
24	20 boxes	ASCORBIC ACID ENTERIC COATED 500 mg 100's
25	5 boxes	CO-AMOXICLAV 625 mg 100's
26	6 boxes	B-COMPLEX FILM COATED TABLET 500 mg 100's
27	12 bottles	HYDROGEN PEROXIDE 10 volume 120 ml
28	12 bottles	POVIDONE IODINE ANTISEPTIC SOLUTION 120 ml
29	10 tubes	FUSIDIC ACID OINTMENT 15 g
30	12 tubes	CLOBETASOL CREAM 5 g
31	7 boxes	DIMETICONE/HYDROTALCITE/MAGNESIUM HCL 100's (chewable)
32	7 boxes	AMBROXOL 30 mg 100's

B. Medical Supplies

ITEM NO.	QUANTITY	DESCRIPTION
1	4 boxes	WOODEN COTTON APPLICATOR 6" 100's
2	4 packs	COTTON BALLS 300's
3	50 pcs	ELASTIC BANDAGE (3 in x 5 yards)
4	3 boxes	STERILE GAUZE PAD (12 ply of 4x4) 100's
5	3 pcs.	ICE BAG
6	4 bots	ONE TOUCH ULTRA STRIPS bot. 25's
7	10 pcs.	LYSOL SPRAY 340 g
8	10 packs	MEDIPLAST STANDARD STRIPS 19 mm x 72 mm 100's
9	5 boxes	MICROPORE TAPE 1 in x 10 yards 12's
10	6 pcs	NEBULIZING KIT with MOUTHPIECE
11	100 pcs	SYRINGE 3 cc. with NEEDLES
12	4 boxes	WOODEN TONGUE DEPRESSORS (Individually Wrapped) 3/4" x 6" 100's
13	2 pcs.	HOT WATER BAG 1 L (Small)
14	2 pcs.	HOT WATER BAG 2 L (Large)
15	6 pcs.	MEDIPLAST GAUZE BANDAGE 4 in x 10 yards
16	3 pcs.	DIGITAL THERMOMETER
17	10 pcs.	NASAL CANULA (ADULT)

C. Dental Supplies

ITEM NO.	QUANTITY	DESCRIPTION
1	8 packs	DISPOSABLE BIBS 100's
2	40 boxes	SURGICAL FACE MASKS 50's
3	50 boxes	GLOVES SMALL (powder free)
4	12 bottles	CHLORHEXIDINE GLUCONATE .20% and ZINC ORAL RINSE 500mL
5	10 bottles	MOUTHWASH 500mL
6	6 bottles	ANTI-MOISTURE FOR DENTAL MIRROR 60mL
7	12 packs	DISPOSABLE SALIVA EJECTORS 100's
8	20 pcs	DISPOSABLE SURGICAL SUCTION TIPS
9	8 packs	MICRO APPLICATORS 100's
10	6 tubes	37% PHOSPHORIC ACID ETCHANT GEL
11	8 packs	PROPHY BRUSHES 100's
12	20 tubes	PROPHY PASTE (mint) 50g
13	10 bottles	SINGLE BOND UNIVERSAL ADHESIVE 5mL

14	10 packs	STAILESS STEEL TOFFLEMIRE MATRIX BANDS 12's #1universal .0015"
15	10 packs	STAILESS STEEL TOFFLEMIRE MATRIX BANDS 12's #2 broad .0015"
16	10 tubes	LIGHTCURE COMPOSITE a3
17	10 tubes	LIGHTCURE COMPOSITE a2
18	10 tubes	LIGHTCURE COMPOSITE a1
19	5 syringes	LIGHTCURE COMPOSITE a3
20	5 syringes	LIGHTCURE COMPOSITE a3.5
21	5 bottles	DESENSITIZER 5mL
22	6 packs	COTTON ROLLS 10 sleeves
23	24 bottles	SEPTOL disinfectant 120mL
24	10 boxes	CELLULOID STRIPS 50's
25	6 boxes	ARTTICULATING PAPER 4's
26	20 pieces	ROUND RESTORATIVE BURS
27	10 pieces	FINISHING BURS
28	1 unit	HIGH SPEED HANDPIECE PUSH TYPE
29	1 set	COMPOSITE POLISHING DISC
30	2 sets	IRM INTERIM RESTORATIVE MATERIAL
31	2 sets	GLASS IONOMER 1 25g powder 20g liquid
32	2 sets	GLASS IONOMER 2 15 g powder 10 g liquid
33	8 boxes	SHORT NEEDLE 30 g 100's
34	8 boxes	LONG NEEDLE 27 g 100's
35	15 jars	LIDOCAINE OINTMENT 5%
36	6 tubes	CARBENOXOLONE SODIUM 2% gel
37	12 boxes	LIDOCAINE CARTRIDGE 50's
38	15 packs	PLASTIC CUPS 8oz 50's

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
 CITY/MUNICIPALITY OF _____) S.S.

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at of *[Name of Bidder]* *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. I did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I hereunto set my hands this _____ day of _____, 20____
at _____, Philippines. _____

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____, affiant
exhibiting to me his/her _____ *(Government issued ID name, number and validity
date)* _____

(Notary Public)

Until _____
PTR No. _____
Date _____
Place _____
TIN _____

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

Bidder's Representative/Authorized Signatory

[JURAT]