



REQUEST FOR QUOTATION

Date: 21 March 2023

RFQ No.: R1 100-23-02-454


Name of Company: _____
 Address: _____
 Name of Store/Shop: _____
 Address: _____
 TIN: _____
 PhilGEPS Registration Number: _____


The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Preventive Maintenance of Carestream Direct view CR Classic and Carestream DV5700 Laser Imager for the Diagnostic imaging Department – Pasig City Children’s Hospital** with an Approved Budget for the Contract (ABC) of **Php, 120,000.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name <small>(PLEASE DO NOT LEAVE BLANK)</small>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
PHASE 1								
1	Preventive Maintenance of Carestream Computerize Radiography (Carestream Direct view CR Classic) for the Month of June, - Serial Number: 1000343		1	unit	23,330.00	23,330.00		
2	Preventive Maintenance of CT Scan Printer (Carestream DV5700 Laser Imager) for the Month of June, - Serial Number: 57031460		1	unit	16,670.00	16,670.00		
PHASE 2								
3	Preventive Maintenance of Carestream Computerize Radiography (Carestream Direct view CR Classic) for the Month of August, - Serial Number: 1000343		1	unit	23,330.00	23,330.00		
4	Preventive Maintenance of CT Scan Printer (Carestream DV5700 Laser Imager) for the Month of August, - Serial Number: 57031460		1	unit	16,670.00	16,670.00		

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

(02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *

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PHASE 3							
5	Preventive Maintenance of Carestream Computerize Radiography (Carestream Direct view CR Classic) for the Month of October, - Serial Number: 1000343		1	unit	23,330.00	23,330.00	
6	Preventive Maintenance of CT Scan Printer (Carestream DV5700 Laser Imager) for the Month of October, - Serial Number: 57031460		1	unit	16,670.00	16,670.00	
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.					Total	120,000.00	
DELIVERY TERM: Please refer to the Terms of Reference.							

**Indicate the BRAND NAME and its specific MODEL to be offered or attach a BROCHURE for the offered item; items such as equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract)
- **PhilGEPS Registration Number**
- **Income Tax Returns** (Annual Income Tax Return of the preceding tax year) OR Business Tax Returns (Value Added Tax or Percentage tax return covering the previous six months)¹
- Accomplished and notarized **Omnibus Sworn Statement**
([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
- **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [*to be submitted upon delivery*]; and
- e. Certificate of Analysis (*for anesthesia and antibiotics*) [*to be submitted upon delivery*].


If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**

¹Sections 3.2 and 3.3 of Revenue Regulation No. 3-2005.

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All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph



ATTY. PONCE MIGUEL D. LOPEZ
Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation and its Terms of Reference (if any). I further certify that the products to be delivered will conform to the specifications stated in the Item Description and I hereby agree to the Terms of Delivery indicated in the submitted form.



Conforme:


Signature over Printed Name

Position

Duly authorized to sign quotation/offer for and on behalf of _____
(Please indicate Company Name)

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Terms of Reference

CARESTREAM DIRECTVIEW CR CLASSIC PREVENTIVE MAINTENANCE

Directview CR classic preventive maintenance includes the following:

- 3 Preventative Maintenance call per annum
- Unlimited breakdown calls during office hours from Mon-Fri, 8:00 am to 5:00 pm excluding Sat, Sun & Public Holidays

Scope of work

Every PM call, perform all of the following procedures in the order listed:

1. Check the Error Logs.
2. Check the Scan Operation.
3. Clean the Filter for the Computer.
4. Clean and check the PMT/DAS Board.
5. Clean and check the PMTs and Collector Assembly. Found dust, cleaned.
6. Clean and check the Cassette Handling Assembly.
7. Clean and check the Barcode Reader.
8. Clean and check the Extraction Bar.
9. Clean and apply lubricant to the Slow Scan Slides.
10. Clean and check Erase Lamp Assembly.
11. Clean the System and check the Operation.
12. Record total scans and number of scans for each cassette.
13. Record laser power value.
14. Reset the PM counter and change the history log.
15. Complete the PM procedures.

Delivery Terms:

First Preventive Maintenance	:	April 2023
Second Preventive Maintenance	:	August 2023
Third Preventive Maintenance	:	December 2023

Mode of Payment

Trimester

Prepared By:

Rodrigo G. Roque, RRT
Chief Radiologic Technology