



REQUEST FOR QUOTATION / INVITATION FOR NEGOTIATION
NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS

Date: 11 July 2023
RFQ No.: 100-23-03-703

1. The **CITY GOVERNMENT OF PASIG**, through the Bids and Awards Committee (“BAC”), has a procurement project for the **Supply and Delivery of Various Enteral Formulas for the Use of Nutrition and Dietetics Section P.C.C.H.** with an Approved Budget for the Contract (“ABC”) of One Million Twenty-One Thousand Five Hundred Twenty Pesos & 98/100 Only (**Php 1,021,520.98**).
2. A complete set of the Request for Quotation (“RFQ”) may be acquired by interested bidders upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines on issued by the GPPB, in the amount of **Five Thousand Pesos (Php 5,000.00)**.
3. Bidders, except those who have previously participated in any of the last two (2) failed biddings, are required to pay the applicable fee for the sale of RFQ not later than the deadline for the Submission and Receipt of the Best Offers/Quotation.
4. The procurement will be conducted through **Negotiated Procurement – Two Failed Biddings** in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations (“IRR”) of Republic Act No. 9184 (“R.A. No. 9184”).
5. The project shall be awarded as one project having several items that shall be awarded as one contract. Quotations received in excess of the ABC shall be rejected.
6. Interested bidders may obtain further information from the Procurement Management Office at the address given below during office hours, Monday to Friday, from 8:00 A.M. to 5:00 P.M.
7. The schedule of activities are as follows:






ACTIVITIES	SCHEDULE
Advertisement/Posting of Request for Quotation	11 July 2023
Negotiation	14 July 2023 at 1:30 P.M., 7 th Floor Meeting Room, Pasig City Hall, Caruncho Avenue, San Nicolas, Pasig City

8. Quotations submitted after the scheduled submission of quotations shall not be accepted.
9. Interested bidders shall submit the following documents in a sealed envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall" and properly marked with the project title, name of bidder, address of the bidder, and contact details of the bidder:
 - Valid PhilGEPS Certificate of Registration and Platinum Membership
 - Duly accomplished Request for Quotation
 - Certification or recognition of at least two (2) Satisfactory Service from previous clients
10. Award of contract shall be made to the supplier, contractor or consultant determined to have the Single or Lowest Calculated and Responsive Quotation (for goods and infrastructure projects) or Single or Highest Rated and Responsive Proposal (for consulting services).
11. To guarantee the faithful performance of the winning bidder's obligation, it shall post a Performance Security prior to the signing of the contract, in accordance with any of the following forms prescribed in Section 39.2 of the 2016 Revised IRR of R.A. No. 9184.
12. The Performance Security shall remain valid until issuance by the City Government of Pasig of the Certificate of Final Acceptance (Certificate of Completion). The Performance Security may be released after the issuance of the Certificate of Final Acceptance (Certificate of Completion), subject to the conditions stipulated in Section 39.5 of the 2016 Revised IRR of R.A. No. 9184.

PASIG BIDS AND AWARDS COMMITTEE

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13. The **CITY GOVERNMENT OF PASIG** reserves the right to reject any and all proposal/s, cancel or terminate the conduct of procurement activities, or not award the contract in accordance with Sections 35.6 and 41 of the IRR of R.A. No. 9184, without thereby incurring any liability to the affected bidder or bidders.
14. For any clarification, you may contact us at telephone no. (02) 8641-1111 loc. 1461 or send us an email at bidsandawards@pasigcity.gov.ph



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

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REQUEST FOR QUOTATION

Date:
RFQ No.: 100-23-03-703

Name of Company: _____

Address: _____

Name of Store/Shop: _____

Address: _____



TIN: _____


PhilGEPS Registration Number (required prior to award): _____

Item No.	Item Description	Brand Name <i>(indicate the "BRAND" be offered, or the manufacturer's name)</i>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit Cost	Total Cost
1	Enteral Nutrition-Adult polymeric, Vanilla flavor, 800-900g/can, for non-critically ill patients -complete balanced nutrition, lactose free, Gluten-free, Kosher, suitable for oral or tube feeding patients		360	can	1,713.17	616,741.20		

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2	<p>Enteral Nutrition-Adult polymeric, energy dense, high protein, Vanilla flavor, 300-400g/can</p> <p>-Lactose and Gluten free, formula specialized for cancer patients, High kcal & protein, complete, balanced supplement enriched with omega-3 fatty acids and antioxidants</p>		40	can	849.34	33,973.60		
3	<p>Enteral Nutrition-Disease Specific, specialized nutrition for people with diabetes, vanilla flavor, 800-900g/can</p> <p>-Low Glycemic-Index formula, has slowly digestible carbohydrate and a low glycemic index, high in protein and fiber, has insulin suitable for oral or tube feeding patients</p>		102	can	1,983.59	202,326.18		

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4	<p>Enteral Nutrition- Disease specific, with lower protein-content milk formula for non-dialytic people with renal disease, vanilla flavor 200ml- 250ml/piece</p> <p>-for non-dialyzed CKD patients requiring a low protein diet, lower protein:4.52g/10 0ml energy dense, Low glycemic index, low potassium, Phosphorus & Sodium, Lactose- free and Gluten- free, kosher</p>		60	can	250.00	15,000.00		
5	<p>Enteral Nutrition- Pediatric polymeric, for ages 3y/o and above, vanilla flavor, 800- 900g/can</p> <p>-energy densed for malnourished children with recurring infection, low lactose, cow's milk and soy protein source, energy:460- 475kcal/100g,</p>		60	can	1,305.00	78,300.00		

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	protein 13-14/100g, fats:18-19g/100g, CHO:59-65g/100g						
6	Enteral nutrition-Pediatric polymer, for ages 1-3 y/0, vanilla flavor 800-900g/can -energy densed for malnourished children with recurring infections, low lactose, cow's milk and soy protein source, energy:440-475kcal/100g, protein 14-15g/100g, fats:14-15g/100g, CHO:59-65g/100g		60	can	1,253.00	75.180.00	
Total						1,021,520.98	
<p>Note: The prices per item in the total price offer (regardless if the project is considered as one contract or several lots) must not exceed the approved unit price per item.</p> <p>DELIVERY TERM: <u>Within 90 calendar days from receipt of Notice to Proceed</u></p> <p>DELIVERY PLACE: <u>Pasig City Health Department – Dietary Kitchen, 3rd Floor Pasig City Children’s Hospital, Industria Street, corner Alkalde Jose St., Kapasigan, Pasig City</u></p>							

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I hereby certify that the products to be delivered will conform to the specifications stated in the Item Description and provisions in the Terms of Reference, if any, 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

A. Rationale

The services of a competent and dependent enteral formulas supplier is required to deliver at Pasig City Children's Hospital – Child's Hope Nutrition and Dietetics Section. The delivery of a supplier under such terms and conditions imposed by PCCH shall ensure that the formulas are sealed and clean as it will be used for nutrition supplementation of patients.

B. Scope

1. The Child's Hope Nutrition and Dietetics Section shall have a supplier of all the formulas needed in patient's enteral nutrition supplementation.
2. The supplier is responsible in delivering the items requested in the purchase order with a reasonable price. The deliveries must meet the specifications stated.

C. Role of Pasig City Children's Hospital "Child's Hope"

The Child's Hope shall:

1. Have an appropriate space for receiving the deliveries.
2. The purchase order should be checked against the invoice. Check the items delivered if they meet the specification requested before receiving. Make sure the weight and number of the item is right and equal to the purchase order by weighing and counting the items one by one. Ensure also if the items are all in good condition. If the items failed to meet the specifications, the receiving person/clerk shall return the item to the supplier for replacement
3. Purchase at the lowest total cost, consistent with obtaining the required quantity and quality plus satisfactory service.
4. Delivery receipts should be signed by the designated receiving person and countersigned by the Chief Dietitian and the Property and Supply Department Representative.
5. Inform the supplier six (6) months before the expiration date of the unutilized delivered items for replacement of formulas with longer shelf-life.



D. Role of Supplier

The Supplier should:

1. Deliver the items based on the specification ordered by the PCCH Dietary. If the items did not meet the set specifications, the Dietitian/receiving person should reject and return the item. The Supplier should replace it right away.
2. The items' shelf life should be at least 2 years from expiration date. Should there be any unutilized and near-expiry delivered items, the supplier must replace it with a longer shelf life.
3. Have an equipment like push cart to transport the deliveries from their

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vehicle up to the Dietary Section's storage area.

E. Mode, Domicile and Tenure

- The Supplier shall deliver to the Dietary Kitchen which is located at the 3rd Floor of Pasig City Children's Hospital, Industria Street, corner Alkalde Jose St., Kapasigan, Pasig City.

F. Delivery Terms

- The delivery will be 90 days. The supplier is required to deliver supplies within 48 hours upon receiving the Requisition Slip from the end-user.

G. Payment Term

The supplier shall bill the client for the expense of the items 45 days after complete delivery.



H. Basic Qualification Requirement


The Supplier must have a proven competent track record in various supplies delivery with the following eligibility requirements:

1. Certification or recognition of at least two (2) Satisfactory Service from previous institutional clients

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