



REQUEST FOR QUOTATION

Date: 11 September 2023
RFQ No.: R1 100-23-06-1371

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 **Supply and Delivery of Body Camera and Printing of T-shirt – City Health Office** with an Approved Budget for the Contract (ABC) of **Php 160,000.00**, 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 grouped into several lots, which shall be awarded as separate contracts per lot. Quotations received exceeding each total Cost per Item and/or 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
	LOT 1							
1	Body Camera, - Camera- At least 10B 32GB Dimension: At least 88.4mmx52.2mmx19.6mm Weight MaX: At least 88g (3.10oz) USB Type: At least Micro USB to USB Type A Capacity: At least 32GB Viewing Angle: At least 130 degrees (diagonal) Power Supply: Input AC 100V-240V 50-60H, 0.4A Output: DC 5V/2A Resolution: FULL hd 1080P Frame Rate: At least 30fps Video Format: At least mp4 (h.264) IP Rating: IPX4 Operating System: MS7, MS8, MS9 and MACOSX 10.14		4	pcs	15,000.00	60,000.00		
	LOT 2							

2	T-shirt with Print, - 100% cotton, round neck, assorted adult size plain black color with Logo and print Small- 38 Medium- 38 Large- 38 XL- 47 XXL- 38 5XL- 1 - Note: Please refer to TOR		200	piece	500.00	100,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.					Total	160,000.00		
DELIVERY TERM: Please refer to the Terms of Reference.								

**Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*



PASIG
UMAGOS ANG PASIG

1371
CITY HEALTH DEPARTMENT
Tobacco Control Office

TERMS OF REFERENCE FOR TOBACCO CONTROL OFFICE PROGRAM

- A. PROCUREMENT TITLE**
Printed T-Shirt provision of Tobacco Control Program for World No Tobacco Day.
- B. PROPONENT AND IMPLEMENTING AGENCY**
Pasig City Government – City Health Department – Tobacco Control Program
- C. DELIVERY SCHEDULE**
Date and time of delivery will be 30 days upon issuance of Notice To Proceed.
- D. DELIVERY SITE**
Delivery site shall be at the 2nd/3rd floor Medical Depot Office - Pasig City Mega Dialysis Center.
- E. TERMS OF PAYMENT**
Processing of payment upon completion of delivery with acceptance and inspection report.
- F. REQUIREMENTS/SPECIFICATIONS**

ACTIVITY	SCHEDULE	ITEM DESCRIPTION	RECEIVING SITE
Printed T-Shirt for World No Tobacco Day Participants Participants: - Different Offices who will join the “ World No Tobacco Day ”	Date and time of delivery will be 30 days upon issuance of Notice To Proceed. Total of 200pcs.	Printed Black T-shirt with design - Cotton, round neck, assorted adult size, black with logo and print, combination of silk screen and DTF, 2 sides printing Sizes: Small - 38pcs Medium - 38pcs Large - 38pcs XL - 47pcs XXL - 38pcs 5XL - 1pc	2nd/3rd floor Medical Depot Office - Pasig City Mega Dialysis Center

Prepared by:

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Tobacco Control Office Nurse Coordinator

Noted by:

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City Health Officer

6th Floor Tobacco Control Office City Health Department Pasig City Hall Caruncho Ave., San Nicolas Pasig City 1600
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BLACK T-SHIRT

FRONT DESIGN

Logo size: 2.75X2.75in



BACK DESIGN:

Logo size: 2.75X2.75in

Font Style: Alegreya Sans Bold red color

Font Style: Genty Sans white color



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). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.

- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).
In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:
 1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
 2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- 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.**

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.




The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

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

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

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I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.

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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