



## REQUEST FOR QUOTATION

Date: 15 September 2023  
RFQ No.: R1 100-23-07-1493

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 Various Supplies and Equipment (Lot 1, 2, and 3) – City Health Office** with an Approved Budget for the Contract (ABC) of **Php 428,550.00**, 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* (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
<b>LOT 1</b>								
1	<b>Portable microphone with speaker (trolley-type),</b> <ul style="list-style-type: none"><li>- Low 2.5" Vcoil</li><li>- Hi 1.5" Vcoil</li><li>- 8 ohm</li><li>- 450 Watts Amplified</li><li>- USB/FM/BT Function</li><li>- XLR Line Input/Output</li><li>- RCA input</li><li>- Mic Priority Function</li><li>- 1 mic input</li><li>- 2 UHF Wireless Mic with selectable freq.</li><li>- Echo/Repeat/Delay</li><li>- 12V DC IN</li><li>- 2pcs Rechargeable Battery</li></ul>		2	sets	15,000.00	30,000.00		
2	<b>Microphone (wireless system - with 2 microphone &amp; 1 transmitter),</b> <ul style="list-style-type: none"><li>- Carrier Frequency Range : 180.050 MHz to 220.250 MHz</li></ul>		2	sets	3,000.00	6,000.00		

	<ul style="list-style-type: none"> <li>- Frequency Stability : +/-0.005% with quartz controlled</li> <li>- Modulation: FM</li> <li>- Maximum Deviation: +/- 15KHz, with limiting compressor</li> <li>- Frequency Response : 40Hz to 20KHz</li> <li>- S/N Ratio: Better than 100dB (A)</li> <li>- T.H.D: Less than 0.5%</li> <li>- Audio Dynamic Range: Over 100db Over 118dB with limiting</li> <li>- Services area:30 meters</li>   <li>- <b>RECEIVER</b></li> <li>- Receiving System: Dual channel fixed frequency by quartz</li> <li>- S/N Ratio : Over 108Db AT 15 KHz deviation</li> <li>- Image and Spurious Rejection: 80Db minimum</li> <li>- Power Supply: AC 110/220V/50/60Hz</li> </ul>							
3	<b>Laptop (Intel Core i5 - 12400 Processor),</b> <ul style="list-style-type: none"> <li>- Memory: 8GB</li> <li>- Storage: 256 GB M.2 2280 PCI-E SSD + 1 TB 3.5inch 7200 RPM</li> <li>- Graphics: Intel UHD</li> <li>- WLAN: 802.11ac/a/b/g/n wireless LAN and Bluetooth 5.0</li> <li>- LAN: Gigabit Ethernet</li> <li>- Others: USB Wired Keyboard &amp; Wired Mouse</li> <li>- Monitor: Size:21.5 inch Input: VGA + HDMI Max Res.: 1920x1080 @100Hz Technology: VA Colors: 16.7 Million Glare: None Response Time: 13s VRB With VGA+HDMI Cable Weight: 9.3 KG Dimension: 49.4 x 23.4 x 41.7</li> <li>- Software: Windows 11 Pro MS Office for Home &amp; Student</li> </ul>		2	units	49,625.00	99,250.00		
4	<b>Colored Printer (All in-one Ink Tank Printer),</b> <ul style="list-style-type: none"> <li>- Print speed: Black (draft, A4) Up to 22 ppm; Color (draft, A4): Up to 16 ppm; Black (ISO): Up to 11 ppm;</li> <li>- Color (ISO): Up to 5 ppm; Color photo (normal, photo paper, 10x15 cm): As fast as 76 seconds</li> <li>- Print quality: Black (best): Up to 1200 x 1200 rendered dpi; Color (best): Up to 4800 x 1200 optimized dpi color when printing from a computer and 1200 input dpi</li> <li>- Borderless printing: Yes (up to 2210 x 297 mm)</li> <li>- Print size: A4; B5; A6; DL envelope; legal; lette</li> </ul>		2	units	10,000.00	20,000.00		

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	<ul style="list-style-type: none"> <li>- Scanner: Flatbed: 216 x 297 mm</li> <li>- Copy speed: Black (DRAFT, a4): Up to 22 ppm; Color (draft, A4): Up to 14 ppm; Black (ISO): Up to 10 ppm</li> <li>- Color (ISO): Up to 2 ppm</li> <li>- Connectivity: Connectivity (standard) Hi- Speed USB 2.0</li> </ul>							
<b>SUBTOTAL</b>				<b>Php 155,250.00</b>				
<b>LOT 2</b>								
5	<b>Copy paper (A4 size),</b> <ul style="list-style-type: none"> <li>- Size: A4 bond paper (8.3 x 11.7 in)</li> <li>- Sheets: 500 sheets (1 ream)</li> <li>- Substance: 70 gsm</li> <li>- Color: Ultra White</li> </ul>		221	reams	300.00	66,300.00		
6	<b>Training Kits (Spiral Notebook, Brown Envelope, Retractable Ballpen, Memo Pad Assorted colors and Permanent Marker),</b> <ul style="list-style-type: none"> <li>- 1 SPIRAL NOTEBOOK/Kit- 50.00</li> <li>- 60 sheets 55 gsm</li> <li>- Length: 9 inch</li> <li>- Width: 6 inch</li> <li>- 1 BROWN ENVELOPE /Kit-20.00</li> <li>-Approx. 40 gsm, Length: 25cm</li> <li>- Width: 38cm</li> <li>- 3 RETRACTABLE BALLPEN/Kit-50.00</li> <li>- 0.7mm</li> <li>- Variations: 50 pcs. blue, 50 pcs. black &amp; 50 pcs. red ink</li> <li>- 1 MEMO PAD/Kit-70.00</li> <li>- 76x76MM 50 sheets</li> <li>- Assorted Color</li> <li>- 1 PERMANENT MARKER/Kit-60.00</li> <li>- Broad</li> <li>- Waterproof permanent</li> <li>- Dries instantly</li> <li>- Color black</li> </ul>		50	kits	250.00	12,500.00		
7	<b>Hygiene Kits (Toothbrush, toothpaste, soap, alcohol bottle, towel, case),</b> <ul style="list-style-type: none"> <li>- 1 Toothbrush/ kit</li> <li>- durable plastic toothbrush with a non-slip rubber grip</li> <li>- Standard toothbrush with wrapper</li> <li>- Soft bristle</li> <li>- Assorted color</li> <li>- Toothbrush for kids : 22 pcs. blue &amp; 23 pcs. Red</li> <li>- Toothbrush for Adult : 22 pcs. blue &amp; 23 pcs. Red</li> <li>- 1 Toothpaste/ kit</li> <li>- Anti-cavity, Twin pack sachet 22g</li> <li>- White &amp; regular variety</li> <li>- 1 Body Soap/ kit</li> <li>- Bar soap sachet 60g</li> </ul>		90	kits	250.00	22,500.00		

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	<ul style="list-style-type: none"> <li>- Pure white, Scented, Anti-bacterial</li> <li>- <b>1 Alcohol bottle/ kit</b> -Alcohol 70% solution, Anti-septic, isopropyl, -With moisturizer 60ml</li> <li>- <b>1 Face Towel/ kit</b> -100% cotton -Plain white color -Dimension: at least 50x30cm</li> <li>- <b>1 Case/ kit</b> -PVC plastic hygiene kit pouch with zipper - clear plastic with lining: 25 pcs. blue &amp; 25 pcs. apple green</li> <li>- Height: 18cm</li> <li>- Length: 25cm</li> <li>- Width: 6cm</li> </ul>							
<b>SUBTOTAL</b>					<b>Php 101,300.00</b>			
<b>LOT 3</b>								
8	<b>Biking Helmet, Adult Size,</b> <ul style="list-style-type: none"> <li>- Material: expandable polystyrene inside lining and hard polycarbonate (PC) outside shell</li> <li>- Size: approximately 53-63cm</li> <li>- Ventilation: Approximately 20-29 holes</li> <li>- Weight: Approximately 180-190 g</li> </ul> Detachable paddind, strap and buckle, Nylon straps		8	pcs	5,000.00	40,000.00		
9	<b>Mountain Bike,</b> <ul style="list-style-type: none"> <li>- Material: Alloy Medium Frame</li> <li>Rims: Alloy double wall</li> <li>Tires: approximately 27.5"-29"</li> <li>Brakes: Mechanical type</li> <li>Saddle: Memory Foam</li> <li>Fork: oil suspension</li> </ul>		3	units	15,000.00	45,000.00		
10	<b>Road Cycling Gloves,</b> <ul style="list-style-type: none"> <li>- Material: Microfiber, Lycra</li> <li>- Type: Half finger</li> <li>- Gloves Design: Silicone Padded</li> <li>- Features: Breathable, Non-slip, Shock Absorption</li> <li>- Sizes: Small-5 Medium-5 Large-5</li> </ul>		15	pcs	500.00	7,500.00		
11	<b>Basic Bike Hand Pump,</b> <ul style="list-style-type: none"> <li>- Portabl</li> <li>- Light weight</li> <li>- Capacity: Maximum pressure of 110-120 PSI (pound per square inch)</li> <li>- Material: Nylon</li> <li>- Weight: 100g-140g</li> <li>- Type: Bicycle Pump</li> <li>- Length: Approximately 7-9cm</li> </ul>		15	pcs	300.00	4,500.00		
12	<b>Cable Bike Lock,</b>		15	pcs	700.00	10,500.00		

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	- Material: Twisted steel with vinyl coating -Length: Approximately 6ft-8ft -Cable diameter: 7-8mm -Weight: 450g-700g -Self coiling cable						
13	<b>Bike Bell,</b> - Material: Copper -Size: 33mm-35mm -Weight: Approximately 40g-50g -Handle bar fit: 22.2-25.4 mm handlebars -Approximate sound: 90dB		15	pcs	300.00	4,500.00	
14	<b>Smartphone Mount for Cycling,</b> - Material: Aluminum alloy -Weight: 95g-170g -Size of Phone applicable: 4.5"-7" -Size of handlebars applicable: diameter of 22-30mm -Quad lock with silica gel inside -360 degrees adjustment		15	pcs	1,000.00	15,000.00	
15	<b>Water bottle with adjustable cage &amp; Cage Bolts screw,</b> - Suitable for Mountain Bike Road Gravel Folding Bike - The holders fit a wide range bottles & keep them more secure - Adjustable base fits 45 to 86mm diameter - With transparent cover dust proof water cool clean - With adjustable cage bolts screw dimension: at least 55-75mmX160mm - Bottle: 650ml		100	set	450.00	45,000.00	
<b>SUBTOTAL</b>					<b>Php 172,000.00</b>		
<b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any.			<b>Total</b>		<b>428,550.00</b>		
<b>DELIVERY TERM:</b> Within <b>Seven (7)</b> calendar days upon the receipt of Notice to Proceed but not to exceed 31 December 2023.							

*\*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.*

**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).

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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), 4<sup>th</sup> 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, 4<sup>th</sup> 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](mailto: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, 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.**

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**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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