



REQUEST FOR QUOTATION

Date: 04 November 2023

RFQ No.: 100-23-10-2062

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, Delivery of Go Bags and Food Provision for the Department of Education's 2023 Regional Climate Change Caravan – Pasig City Disaster Risk Reduction and Management Office** with an Approved Budget for the Contract (ABC) of **Php 998,250.00**, 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 Go Bag							
1	Go Bags, <ul style="list-style-type: none">- Bags with Umaagos ang Pag-Asa Logo and Pasig DRRMO Logo Size:L-36cm, W-26cm, H-18cm, Made of high quality water resistant with polyester.- *See Attached Picture/Sample- With the following items inside:- *(1) Kit - First aid Kit in a separate pouch inside the Go Bag<ul style="list-style-type: none">- Red polyester, rectangular, one zippered compartment, padded and lined on top and bottom panels of the compartment with one fixed handle; with a text "First Aid Kit" Size: L:410 x H:280 x W:170mm- *(1) roll - Micropore tape 1/2" multi-purpose, hypoallergenic paper tape, 10 yards per roll.		450	sets	1,285.00	578,250.00		

	<ul style="list-style-type: none"> - *(1) roll - Non-adhesive, elastic Bandage size: 3/4 x 4 1/2" - *(2) packs - Sterile gauze pad 3" x 3", 1 pc per pack - *(1) pc. - Surgical scissor 7 inches - *(1) pc. - Burn Ointment, 15 grams - *(6) tablets - Chlorine tablet, 17 mg. - *(2) packs - Surgical Gloves, Size: Medium, 1 pair. per pack - *(1) pc. - Triangular bandage, white and cotton, 40"x40"x56" - *(10) packs - Povidone Iodine Prep Pads, 1 pc. per pack - *(1) pack - Anti bacterial wipes, 15 sheets per pack - *(1) pack - Cotton Balls, 12mm, 50 pcs. per pack - *(10) packs - Alcohol Pad , 70 % Isoprophyl, 1 pc. per pack - *(1) pad - Pad paper, size: 1/4, Leaves: 80, Gsm: 50 - *(1) pc. - Ballpen, Color: Black, 0.7mm, ballpoint. - *(1) pc. - Toothbrush with soft bristles, Size: Medium, 7.3" long - *(1) Tube - Toothpaste, 6.3oz, cool mint - *(1) Bar - Bath soap, 3.5 to 4.5 oz, - *(1) pc. - White Cotton Towel, Size: 20" x 31" - *(1) set - battery-operated AM/FM radio, 6pcs AA extra batteries. - *(1) bottle - Distilled water in a clean sealed container, size: 350ml - *(1) pack - Chocolate Biscuit, size: mini, 10 pcs. per pack - *(1) pc. - Emergency Blanket, Size: 52" x 82.5" - *(3) pcs. - Plastic Pouch with zipper, 1 small, 1 medium & 1 large. - *(2) cans - Ready to easylift tuna canned goods, 150 grams, non-cooked, Type: Canned, Product Type: Processed, Flavor: 1 can of Afritada and 1 can of Mechado, Shelf life: 24 months, Branded - *(1) pc. - multi-functional survival emergency whistle with compass led flashlight thermometer, 50 grams, Size: 11x45x25m - *(2) pcs. - Biodegradable trash bags, Green earth compostable garbage bags, 14" x 12" x 10" - *See Attached Picture/Sample of items. 							
	Lot -2 Food Meals		Subtotal:		578,250.00			
2	Food Packed Meals, <ul style="list-style-type: none"> - For Breakfast: Meals:2 medium size Sausage, 1 serving of Corned beef, Fried Egg, 		600	pax	600.00	360,000.00		

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



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	<p>Garlic Rice and fruits. Drinks: Choices of: 1 Cup of Hot Coffee, Hot Choco or 500ml of bottled water Packed in a bio-degradable food container with 4 compartments and disposable wooden spoon and fork.</p> <p>For AM Snack: Beef burger and 500 ml bottled water, packed with disposable paper wrapper.</p> <p>For Lunch: 3 main dish, viands of Beef, Chicken, Fish and Vegetables with Soup, Rice, Dessert and 50ml bottled water. Packed in a bio-degradable food container with 4 compartments and disposable wooden spoon and fork.</p> <p>For PM Snack: Carbonara with garlic bread and 500ml bottled water Packed in a bio-degradable food containers with 2 compartments and disposable wooden spoon and fork.</p>						
3	<p>Food Buffet Meals,</p> <ul style="list-style-type: none"> - Buffet Setup with plates, Utensils and Cutlery <p>For Breakfast: Meals: Sausage, Corned beef, Fried Egg, Garlic Rice and fruits. Drinks: Choices of: 1 Cup of Hot Coffee, Hot Choco or 500ml of bottled water For AM Snack: Beef burger and 500 ml bottled water For Lunch: Beef, Chicken, Fish and Vegetables with Soup, Rice, Dessert and 50ml bottled water. For PM Snack: Pasta with garlic bread and 500ml bottled water</p>		100	pax	600.00	60,000.00	
			Subtotal:		420,000.00		
	Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.		Total		998,250.00		
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.*

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Republic of the Philippines
Department of Education
 National Capital Region
 Schools Division of Pasig City

TERMS OF REFERENCE

2023 REGIONAL CLIMATE CHANGE CARAVAN WITH A THEME: MANEUVERING TO CLIMATE CHANGE RESILIENCY THROUGH MOBILIZATION OF SCHOOL COMMUNITIES : AN ACTION FOR ALL!				
Date of Activity	Estimated No. of Pax	Number of Days	Estimated Unit Cost	Estimated Budget
GO BAGS				
15 days after the Notice to proceed	450	1	1,285.00	578,250.00

DELIVERY PLACE : DRRM Office, Division of Pasig



GO BAG CONTENTS: Bags with Umaagos ang Pag Asa Logo and Pasig DRRMO: Size: L-36cm, W-26cm, H-18cm” , made of high quality water resistant with polyester.(pls see attached pic)


Description	Details	No. of Pieces
First Aid Kit in a separate pouch inside the Go Bag Red polyester, rectangular, one zippered compartment, padded and lined on top and bottom panels of the compartment with one fixed handle; with a text “First Aid Kit” Size: L410 x H280 x W170mm 	Micropore tape 1/2” multi-purpose, hypoallergenic paper tape, 10 yards	1 roll
	Non-adhesive, elastic Bandage ¾ X 4 ½”	1 roll
	Sterile gauze pad 3”x3”, individually packed	2 individually packed
	Surgical scissor-7inches	1 pc
	Burn Ointment 15grams	1 pc
	Chlorine tablet 17 MG	6 tablets 



Address: Caruncho Ave., San Nicolas, Pasig City
 Tel: 641-88-85, 628-28-19
 Website: www.sdopasigcity.ph
 Email: records.sdopasigcity@deped.gov.ph

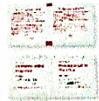

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	Surgical Gloves Medium size, individually packed	2	
	Triangular bandage, white and cotton, 40"x40"x56"	1 pc	
	Povidone Iodine Prep Pads, individually packed	10	
	Antibacterial wipes, 15 sheets per pack	1	
	Cotton balls (50pcs), 12mm	1pk	
	Alcohol Pad individually packed	10 pcs	
	Pad Paper ¼ size, 80 leaves, 50 gsm	1 pad	
	Black ballpen	1 pc	
	Medium Toothbrush with soft bristles, 7.3" long	1 pc	
	Toothpaste tube, 6.3oz, cool mint	1 tube	
	Bath soap 3.5 to 4.5 oz	1 bar	
	White Cotton Towel 20"x 31"	1 pc	
	battery-operated AM/FM radio and 6 extra double A batteries.	1 set	
	Distilled Water in a clean sealed container 350ML	1 bottle	
	Chocolate biscuit	1pk/10 mini packs	




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Emergency blanket 52" x 82.5" size		1 pc
Plastic Pouch with zipper		Small-1 Medium-1 Large-1
Ready to eat Easylift Tuna canned goods, 150grams , non-cooked. Type: Canned Product Type: Processed Flavor: 1 can of Afritada and 1 can of Mechado Shelf Life: 24 months Branded		2 cans
multi-functional survival emergency whistle with compass led flashlight thermometer, 50g Size: 11x45x25m		1 pc.
Biodegradable trash bags, Green Earth Compostable garbage bags 14"x12"x10"		2pcs

Prepared by:

M. Liddan
MARIBEL L. LIDDAN
 Division DRRM

#09958103062

Noted by:

Bryant Meryll Ruiz Q. Wong
BRYANT MERYLL RUIZ Q. WONG, RN, EMT, MPM
 Chief, Pasig City DRRM



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GO BAG

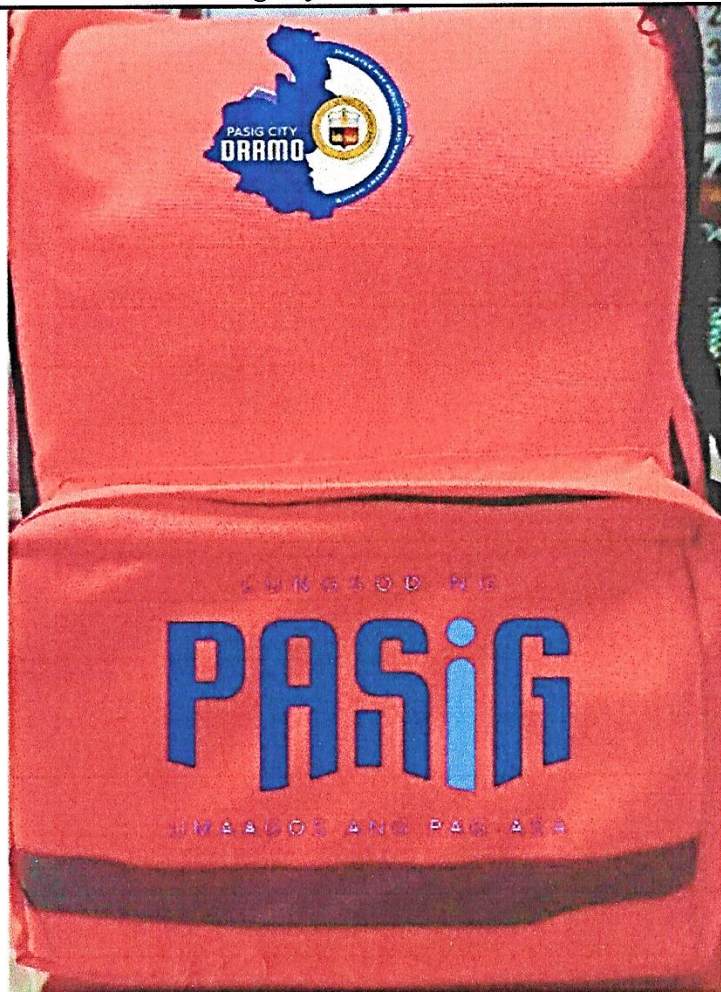
SIZE:

Length: 36cm

Width: 26cm




Height: 18cm

- Heavy Duty
- Light weight
- Padded with foam
- Many pockets and divider inside



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Date of Activity	Estimated No. of Pax	Number of Days	Estimated Unit Cost	Estimated Budget
FOOD				
November 10, 2023	700	1	600.00	420,000.00

- I. Target Date : November 10, 2023
- II. Venue : Rizal High School
Gymnasium

Meal Requirements

Meals for the 100 TWG: Buffet set up with plates, utensils and cutlery

Other delegates: Packed meals

Target Date	MEAL BREAKDOWN					
	No. of Pax	Breakfast	AM Snack	Lunch	PM Snack	Dinner
Amount:		150.00	100.00	250.00	100.00	
November 10, 2023	700	/	/	/	/	

For BREAKFAST: 2 medium size sausage, 1 serving of corned beef, 1 fried egg and garlic Rice, fruits; 1 cup of hot coffee or hot choco or 500ml of bottled water, Packed in a bio-degradable food container with 4 compartments and disposable wooden spoon and fork.

AM Snack : beef burger and 500 ml bottled water, packed with disposable paper wrapper

For LUNCH: (3 main dish) a viand of beef, chicken, fish and vegetables plus Soup, Rice, and dessert and 500 ml bottled water;

For PM SNACK: Carbonara with garlic bread and 500ml bottled water

Packed in a bio-degradable food containers with 4 compartments and disposable wooden spoon and fork.

Prepared by:

M. Liddan
MARIBEL L. LIDDAN
Division DRRM

Noted by:

[Signature]
BRYANT MERRILL RUIZ Q. WONG, RN, EMT, MPM
Chief, Pasig City DRRMO



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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.

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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

SGD

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.

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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