



## REQUEST FOR QUOTATION

Date: 14 November 2023  
RFQ No.: 100-23-05-1203

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 Materials for the Celebration of Nutrition Month – City Health Office** with an Approved Budget for the Contract (ABC) of **Php 254,200.00**, 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 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
1	<b>Pinggang Pinoy plate,</b> <ul style="list-style-type: none"><li>- Dinner plate with Pinggang Pinoy Icon</li><li>- size: "9 inches diameter"</li><li>- materials: AS Melamine (Food Grade)</li></ul>		120	pcs	150.00	18,000.00		
2	<b>Nursing Cover,</b> <ul style="list-style-type: none"><li>- Breathable, 100% cotton polyester</li><li>- size: approximately 38 inches x 27 inches, printed</li><li>- Adjustable strap, fastened with two rings</li></ul>		200	pcs	250.00	50,000.00		
3	<b>Jackets,</b> <ul style="list-style-type: none"><li>- Color: dark blue</li><li>Materials: Canvass</li><li>with embroider Pasig Logo</li></ul>		40	pcs	975.00	39,000.00		
4	<b>Breast Pump manual,</b> <ul style="list-style-type: none"><li>- Silicone breastfeeding manual</li><li>breast pump collector</li><li>BPA FREE</li></ul>		124	pcs	300.00	37,200.00		
5	<b>Jumping Rope,</b> <ul style="list-style-type: none"><li>- Metal rope LS-011</li><li>- Rope size: approximately 2.9m (9.5 ft)</li><li>- Soft grip</li><li>- Heavy metal rope anti-twist</li><li>- Adjustable rope length</li></ul>		220	pcs	400.00	88,000.00		

6	Tshirt w/ Print, - Round neck/cotton - with design nutrition month logo - 2 colors (white& green)		55	pcs.	400.00	22,000.00		
<b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any.					<b>Total</b>	<b>254,200.00</b>		
<b>DELIVERY TERM:</b> Within <b>Thirty (30)</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.*

1203

**TERMS OF REFERENCE (TOR)**

**A. PROCUREMENT TITLE**

- Conduct of various activity for the year 2023
  - o Celebration of Nutrition

**B. PROPONENT AND IMPLEMENTING AGENCY**

- Pasig City Government – City Health Department – Nutrition Section

**C. DELIVERY SCHEDULE**

- Delivery must be 30 days from the date on the signed Notice to Proceed(NTP)


**D. TERMS OF PAYMENT**

- Upon completion of delivery with acceptance and inspection report

**E. DELIVERY SITE**

- Delivery site shall be at the 5<sup>th</sup> Floor Room 8, Nutrition Office, Pasig City Hall, Pasig City or at Pasig City Warehouse located at V. Baltazar St. Sto Tomas, Pasig City during office hours

**F. REQUIREMENT/SPECIFICATION**

- Pinggang Pinoy Plate
  - Dinner plate with Pinggang Pinoy Icon
  - Size: "9" inches diameter
  - Materials: AS Melamine (Food Grade)
  - See attached sample
- Nursing Cover
  - Breathable, 100% cotton/polyster
  - Size: approximately 38 inches x 27 inches.
  - Adjustable strap, fastened with two rings
  - 
- Dark blue basic Jacket (with zipper)
  - Materials: Canvass
  - With embroider Pasig Logo at the left side (Umoagos ang Pag-asa)
  - Color : dark blue
  - Sizes : Large – 20 pcs; Extra Large – 18 pcs; 3XL - 2pcs
  - See attached sample
- Breast pump
  - Silicone breastfeeding manual; breast pump collector (see attached sample)
- Jumping rope
  - Metal rope LS-011
  - Rope size – approximately 2.9m (9.5ft)
  - Adjustable
  - See attached sample
- T-Shirt
  - Round neck / cotton
  - With design nutrition month logo
  - 2 colors (white & green)
  - See attached sample
  - Sizes: (mens size)
    - o Medium – 20 pcs (10 white, 10 green)
    - o Large – 25 pcs (15 green, 10 white)
    - o XLarge – 5 pcs (all green)
    - o 4XL – 5 pcs (all white)



Prepared by:


  
**EVELYN B. LAYA**  
Administrative Aide III

Approved by:

  
**MS. JENILY V. CAPALARAN, RND**  
City Nutrition Action Officer

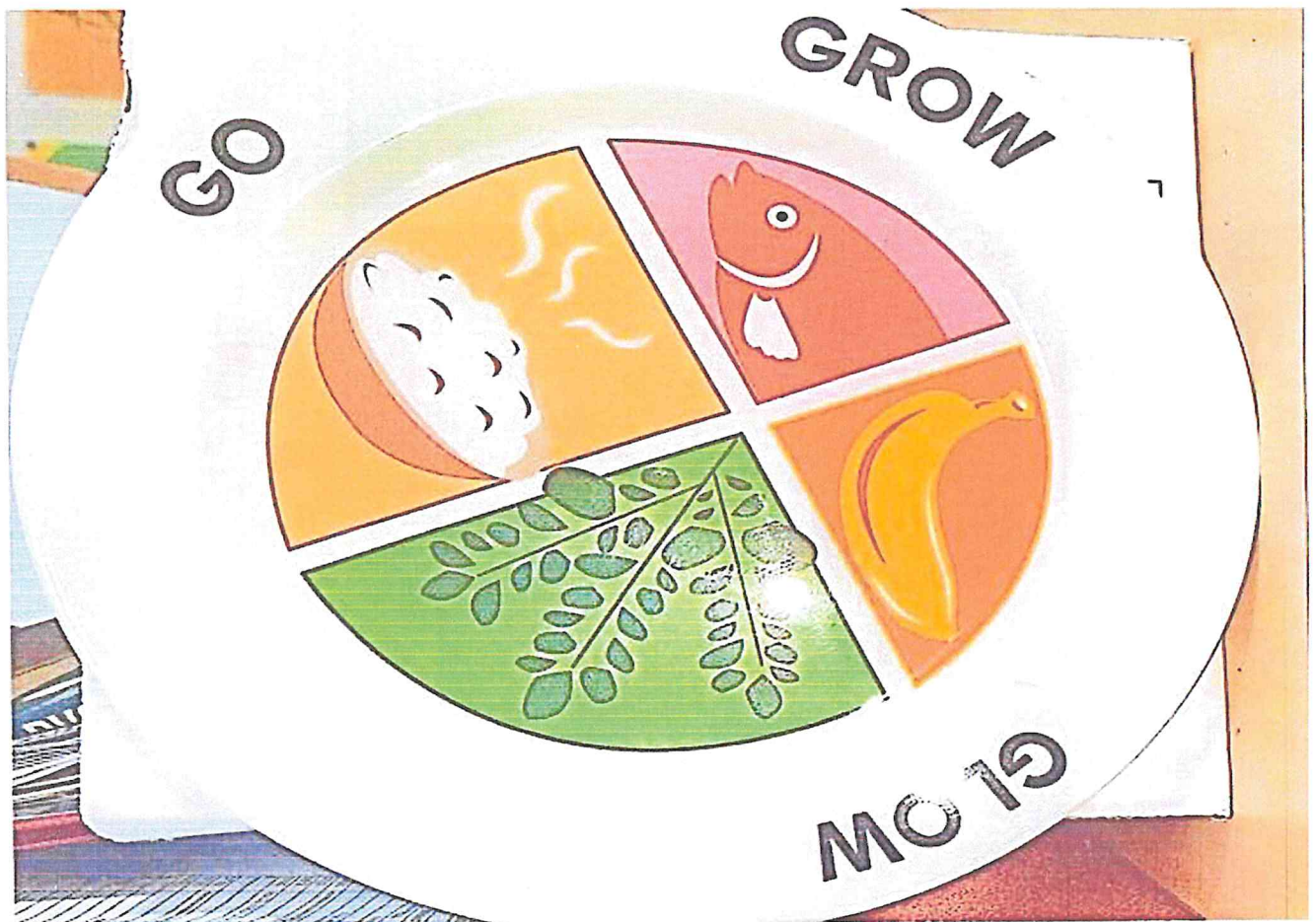
Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

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



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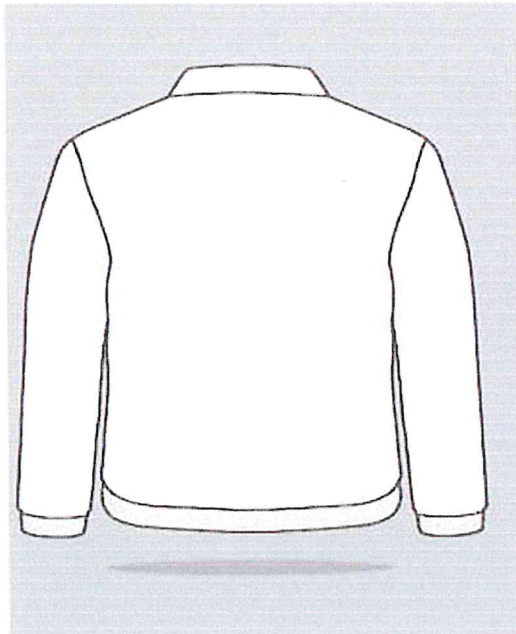
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prod 4



Color: dark blue

Materials: canvass



### Real Bubee Manual Breast P

FREE GIFT Nipple

BPA FREE

100% ORIGINAL

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CZC Adjustable Weighted Speed Jump Rope Tangle-free Fitness Spo...



**COMFORTABLE HANDLES**

**EVA-Inner Sponge**

Sweat absorbing, deodorant, moisture-proof

**EVA-Outer Sponge**

Ring texture anti skid, soft and breathable.

**Handle**

New PP material, hard and environment-protected.

**PVC Embedded Wire Rope**

Bold PVC with embedded wire rope makes the product durable and helps to speed up the slipping.

**Length Adjusting Snap**

The rope length can be adjusted freely according to your need.

**High Quality Bearing**

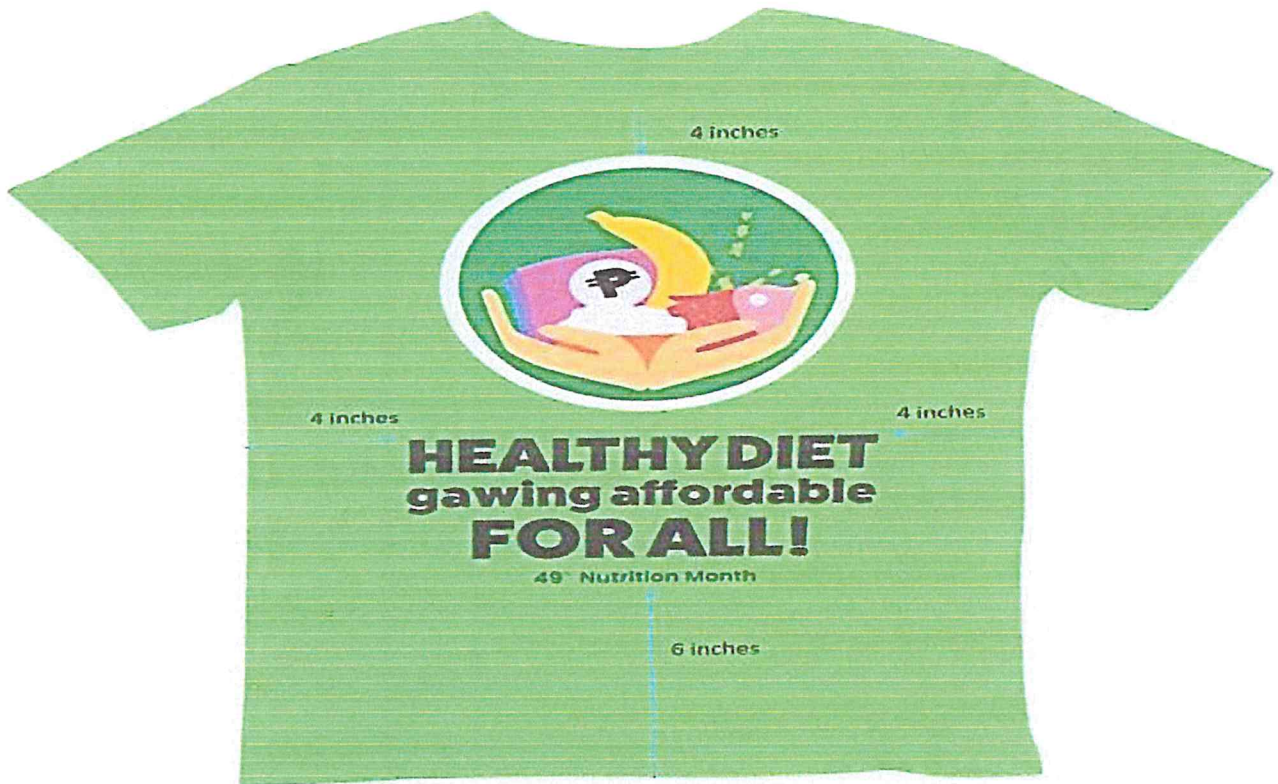
304" low noise rotation, durable and stable in use, smooth swing without twine.



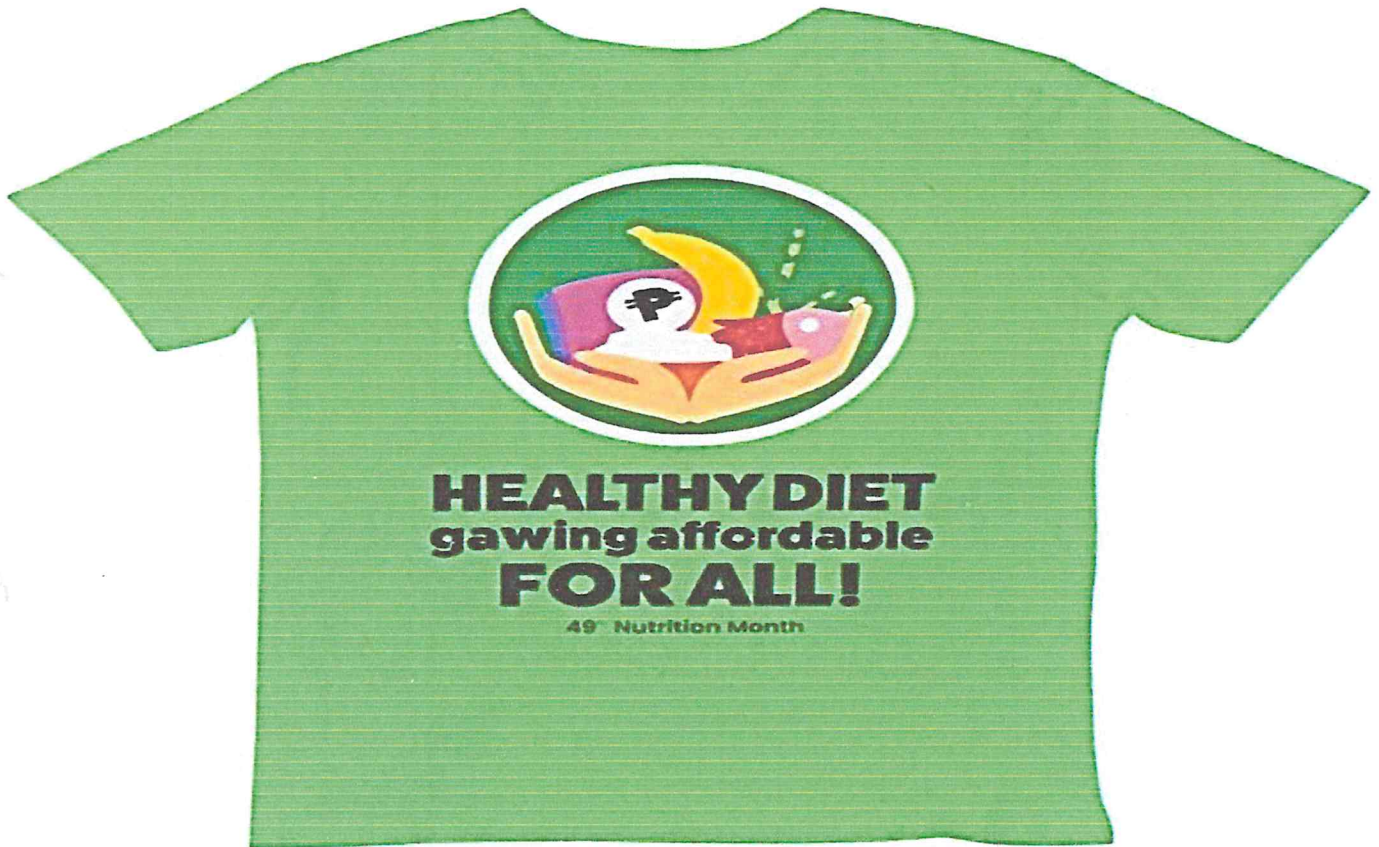
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whole design - A4 or 21cm x 29.7cm



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## **HEALTHY DIET** gawing affordable **FOR ALL!**

49<sup>th</sup> Nutrition Month

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/downloadable-forms/#tab-61412>)
  - **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

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**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].*

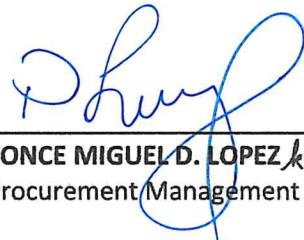
If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

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.**



**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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