



REQUEST FOR QUOTATION

Date: 20 November 2023

RFQ No.: 100-23-05-896

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, and Installation of Kitchen Fire Suppression System – Pasig City General Hospital** with an Approved Budget for the Contract (ABC) of **Php 395,000.00**, 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 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	SUPPLY/ INSTALLATION OF KITCHEN FIRE SUPPRESSION SYSTEM, Scope of work 1. Checking of site for possible placement of Kitchen Fire Suppression Agent Cylinder and Manual Pull Station. 2. Finalization of place of installation of Kitchen Fire Suppression Agent Cylinder and the Manual Pull Station 3. Piping of hood. Pipe to use is stainless 304 3/8" diameter for the chemical piping. Stainless cable piping will pass thru the kitchen hood ducting. Pipe to use is 1/2" diameter EMT pipe. 4. Ducting holes will have its own Link Holder Assembly and Nozzle for fire suppression inside the hood. 5. Piping and installation of Agent Cylinder 6. Activation of Kitchen Fire Suppression Materials and Inclusions: 1 pc. Agent Cylinder/discharge valve assembly 9-LTR 1 pc. Agent Cylinder/discharge valve assembly 16-LTR 1 pc. Cylinder Mounting Bracket 9-LTR w/		1	lot	350,000.00	350,000.00		

	distribution hose & outlet 1 pc. Cylinder Mounting Bracket 16-LTR w/ distribution hose & outlet 2 pcs. Mechanical gas shut off valve ¾' 2 pcs. Mechanical release module, MRM Actuator 2 pcs. Actuation Hose 2 pcs. Nitrogen actuation cylinder 2 pcs. Manual Pull station 15 pcs. Corner Pulley 3 pcs. Detector Assembly 3 pcs. Fusible Link 360 F 4 pcs. Appliance, Plenum discharge nozzle, 1 flow pt. 2 pcs. Duct discharge nozzle, 2 flow pts.							
2	Electronic Safety Device 3-way		1	unit	45,000.00	45,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		395,000.00			
DELIVERY TERM: Within Seven (7) 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.*

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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TERMS OF REFERENCE FOR THE INSTALLATION OF KITCHEN FIRE SUPPRESSION AND ELECTRONIC SAFETY DEVICE AT THE NUTRITION AND DIETETICS SERVICES, PASIG CITY GENERAL HOSPITAL

I. RATIONALE

The services of a competent and a dependable supplier is required for the installation of Kitchen Fire Suppression and Electronic Safety Device at the Nutrition and Dietetics Services, Pasig City General Hospital. The installation must be based on standards and requirements of the Bureau of Fire. Must deliver services for installation based on the Purchase Order and this Terms of Reference.

II. SCOPE OF WORKS

1. Inspection and checking of the possible place where to install the kitchen fire suppression and electronic safety device.
2. Finalization and Installation of the Kitchen fire suppression and electronic safety device.
3. Cleaning, piping and ducting procedures for the installation.
4. Includes Gas Piping maintenance, cleaning of gas pipes, fittings and calibrations of gas accessories.
5. Bubble Testing of pipes, wiping and drying of soap suds from pipes.
6. repainting of gas piping
7. Activation of Kitchen Fire Suppression
8. An orientation will be given to all kitchen staff once installation is done.

III. DELIVERY TERMS

1. Delivery Term – 7 working days after the receipt of Notice to Proceed.

IV. TERMS OF PAYMENT

1. Installation and Materials used must be reflected on the Delivery Receipts and Sales Invoices and must be submitted to the end-user on the day the installation is done and completed.
2. Must attach all necessary documents required by the Accounting Department for immediate processing of payment.

V. MINIMUM QUALIFICATIONS FOR CONTRACTOR/SUPPLIER

1. At least 1year ACTUAL experience with list of clients handled with the same project as the installation of Kitchen Fire Suppression and Electronic Safety Device.

M. Eusebio Ave., Brgy. Maybunga, Pasig City 1607 Metro Manila
pcgh@pasigcity.gov.ph | (02) 8643-3333



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VI. REQUIRED UNIFORM and HEALTH PROTOCOLS

1. Supplier must provide a STANDARD COMPANY/AGENCY UNIFORM with IDENTIFICATION (e.g., polo shirt, jeans, closed shoes, hairnet, apron, no nail polish and jewelries with health and company IDs for proper identification)
2. Proper hygiene of delivery staff must be observed at all times.
3. Must follow strategic measures and health protocols implemented at PCGH.

VII. DAMAGE to GOVERNMENT PROPERTY – All damages that may occur on the PROPERTY of the PCGH which was caused by the supplier during the time of delivery within the period of this contract shall be paid by the SUPPLIER or should be replaced with a new one or of the same quality of the damaged property depending upon the approval of PCGH or PASIG CITY Officers.

Prepared by:


ELAINE MARIE V. MARCELO, RND
OIC-Nutrition and Dietetics Services



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), 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

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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