



DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)
Energy Center, Rizal Drive Bonifacio
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-01-0101-2022-04-0109-0520-0054
Purchase Request No.:	01-0101-2022-04-0109

REQUEST FOR QUOTATION

Title of Procurement/End-user	: SUPPLY AND DELIVERY OF MFO DRUGS AND MEDICINES
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Lot
Delivery Terms/Schedule	: 30 Days upon receipt of Purchase Orders
Delivery Location	: Department of Energy – Mindanao Field Office, Davao City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user’s certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: bacsecretariat@doe.gov.ph not later than **24 May 2022, Tuesday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
1.	VITAMIN C with ZINC, 500mg, 100 capsules	170 boxes	700.00	119,000.00
2.	PARACETAMOL BIOGESIC 500mg capsule, 500 tablets	1 box	2,000.00	2,000.00
3.	TUSERAN FORTE /25mg/325mg, 100 capsules	1 box	1,200.00	1,200.00
4.	NEOZEP (Non Drowsy) 500mg, 100 tablets	1 box	600.00	600.00
5.	HYDROGEN PEROXIDE 3%, 250 ml	1 bott	80.00	80.00
6.	SALONPAS PATCHES 20patches	10 packs	100.00	1,000.00
7.	CETIRIZINE 10mg, 100 tablets	1 box	2,000.00	2,000.00
8.	EFFICASCENT OIL 100ml	3 bott	120.00	360.00
9.	VICS VAPORUB, 50mg	3 tubes	200.00	600.00
10.	BANDAGE TAPE, 1 inch x 10 yards	2 rolls	100.00	200.00
11.	LOSARTAN, 100mg, 100 tablets	1 box	1,800.00	1,800.00
12.	AMLODIPINE, 10mg, 100 tablets	1 box	1,100.00	1,100.00
				129,940.00
13.	a. It would be agreed that there is no escalation of the quotation price b. Supplies must be delivered in good quality and in exact quantity as stated in the Purchase Order. Any expired items found within 15 calendar days shall be replaced by the Supplier at no cost within 15 calendar days upon notification c. Expiry of the medicines should be atleast 3-4 years after. d. The quotation prices will be inclusive of any kind of taxes, fees and charges and other legal exactions e. Payment Terms: 100% OF THE PAYMENT WILL BE RELEASED WITHIN 30 DAYS UPON Payment Terms: 100% OF THE PAYMENT WILL BE RELEASED WITHIN 30 DAYS UPON RECEIPT OF STATEMENT OF ACCOUNT			
General Conditions: 1. Quotation shall be valid for sixty (60) days from submission 2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. (If applicable) 3. The following documents shall be attached/included in the submission of proposal/quotation:				

- a) Mayor's / Business Permit
 - b) PhilGEPS Registration Number/Certificate
 - c) Income /Business Tax Return
 - d) Omnibus sworn Statement (Annex C)
4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
 5. The Supplier shall clearly state the company name and account name for payment.
 6. The price quoted is inclusive of all taxes and other charges.
 7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.