



REPUBLIC OF THE PHILIPPINES  
Department of Health  
**NATIONAL CENTER FOR MENTAL HEALTH**  
Nueve de Febrero Street, Mandaluyong City, Philippines



**BIDS AND AWARDS COMMITTEE**

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SOLICITATION NO.: NCMH-Small Value Procurement  
Supply, Delivery, Installation, Testing and Commissioning of ATS Equipment

**REQUEST FOR QUOTATION**

April 01, 2024

Company/Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business/Mayor's Permit No.: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

The **National Center for Mental Health (NCMH)**, through its Bids and Awards Committee (BAC), intends to procure the **Supply, Delivery, Installation, Testing and Commissioning of ATS Equipment - Line Item (Digital Score Borad and Sousaphone Brass) CY 2024** through **Section 53.9 (Negotiated Procurement – Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations under Republic Act No. 9184.

Please quote your lowest price on the items herewith attached, subject to the General Conditions, and stating the shortest time of delivery. Submit your **sealed quotation** using this form duly signed by your authorized representative together with the documentary requirements **not later than April 08, 2024, 5:00PM**. Kindly transact / address directly at the BAC Secretariat Office. For inquiries, you may call 8531-9001 local 239 or 1823.

Respectfully yours,

  
**RUSSELLE SP. OLASO, MPA**  
Head, BAC Secretariat

**General Conditions:**

1. Bid offer must meet the minimum technical specifications.
2. Delivery period shall be within Sixty (60) Calendar Days upon receipt of approved Notice to Deliver (NTD)
3. *Price validity and payment terms* shall be for a minimum period of thirty (30) *calendar days*.
4. Documentary requirements current and valid:

- a. **Mayor's / Business Permit** (Note: 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, shall be accepted. Section 24.1 of RA 9184 and its revised 2016 IRR)
- b. **PhilGEPS Registration Number or PhilGEPS Certificate**
- c. **Annual Income Tax / Business Tax Return** (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable)
- d. **Notarized Omnibus Sworn Statement**  
 (For Corporation – Attached Corporate Secretary Certificate)  
 (For Sole Proprietorship – Attached Special Power of Attorney)

5. **Failure to comply with the stated general conditions constitutes a disqualification.**

6. The NATIONAL CENTER FOR MENTAL HEALTH reserves the right to reject any or all bids, to waive any defect, and accept such bids advantageous to the government, and that it reserves the right to rescind the contract and debar the dealer from entering in future biddings of the center.

Notes:

- All documents must be **Certified True Copy (CTC)**. Bidder's certification is acceptable.
- On documents (licenses, certificates and/or registrations) for renewal, bidders are required to attach Official Receipt (OR) as proof of payment.
- Documentary requirements must be arranged in the above sequence/order & placed in a folder. **This form (RFQ) must be in a sealed envelope.** Both folder (documentary requirements) and envelope (price quotation) should be placed on an envelope of any color with proper label as shown below. Bidder may opt to use their own company letterhead using the format below.
- ***SAMPLE must be provided within 3 calendar days upon request of the End-User.***

**MARKING / LABEL OF PRICE QUOTATION**

- 1. Sealed Price Quotation Envelope:

<b>Request for Quotation</b>	
<b>Supply, Delivery, Installation, Testing and Commissioning of ATS Equipment CY2024</b>	
<b>Item/s bid:</b>	
1.	_____
2.	_____
<b>Name of Company / Bidder:</b>	
<b>Tel. no.:</b>	
<b>Fax no.:</b>	

2. Documentary Requirements Folder:

<p style="text-align: center;"><b>Request for Quotation</b> <b>Supply, Delivery, Installation, Testing and Commissioning of ATS Equipment</b> <b>CY2024</b></p> <p style="text-align: center;"><b>Item/s bid:</b></p> <p>1. _____ 2. _____</p> <p style="text-align: center;"><b>Name of Company / Bidder:</b> <b>Tel. no.:</b> <b>Fax no.:</b></p>
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3. Mother Envelope:

<p style="text-align: center;"><b>Request for Quotation</b> <b>Supply, Delivery, Installation, Testing and Commissioning of ATS Equipment</b> <b>CY2024</b></p> <p style="text-align: center;"><b>Name of Company / Bidder:</b> <b>Tel. no.:</b> <b>Fax no.:</b></p> <p style="text-align: center;"><b>DO NOT OPEN ON OR BEFORE: (indicate closing date PhilGEPS)</b></p>
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**Supply, Delivery, Installation, Testing and Commissioning of ATS Equipment - Line Item (Digital Score Board and Sousaphone Brass) CY 2024**

No.	QTY	UNIT OF MEASURE	ITEM SPECIFICATION	NCMH ABC	Bidder's Offer
1	1	unit	<p><b>Supply, Delivery, Installation, Testing and Commissioning of Digital Score Board</b></p> <ul style="list-style-type: none"> <li>• 1 main Scoreboard</li> <li>• Programmable stopwatch with min and sec. (8" height digits)</li> <li>• Programmable team name up to 7 characters for each team</li> <li>• Score display from 0-199 (7" height digits red color)</li> <li>• Shot clock 7" height color green, team fouls/ win 6" height digits color green, period 6" height color green, time out left 6" height color red, possession arrow;</li> <li>• Dimensions 4ftx6ftx 2.5"</li> <li>• Suitable for basketball, volleyball and other sports</li> <li>• Power supply: 220V AC</li> <li>• 1 Slave/ Duplicate Scoreboard connected to main Scoreboard using wire connection</li> <li>• Programmable stopwatch with min and sec; same feature with the main board</li> <li>• 2 units External Shot clock with game clock shot clock programmable 24 sec 8" height digits, wired connection, Dimension 20"x22"x2";</li> <li>• 1 unit Wired controller</li> <li>• 1 unit for Airhorn.</li> <li>• Warranty: 2 years</li> <li>• Delivery Period: 60 calendar days</li> </ul>	<p><b>UNIT PRICE:</b> <b><u>₱ 308,000.00</u></b></p> <p><b>TOTAL PRICE:</b> <b><u>₱ 308,000.00</u></b></p>	<p><b>UNIT PRICE:</b> <b>₱ _____</b></p> <p><b>TOTAL PRICE:</b> <b>₱ _____</b></p>
2	1	pc	<p><b>Supply and Delivery of Sousaphone Brass (Bass instrument)</b></p> <ul style="list-style-type: none"> <li>• Braden Brass Sousaphone with Color Gold, Yellow, Silver or Brass finish</li> <li>• B flat key instrument, with silver or brass material, brass style</li> <li>• 3 valve brass instruments with same tube length and musical range as other tubas</li> <li>• Fits around the body of the tubist and supported by left shoulder for easy playing while being carried.</li> </ul>	<p><b>UNIT PRICE:</b> <b><u>₱ 539,000.00</u></b></p> <p><b>TOTAL PRICE:</b> <b><u>₱ 539,000.00</u></b></p>	<p><b>UNIT PRICE:</b> <b>₱ _____</b></p> <p><b>TOTAL PRICE:</b> <b>₱ _____</b></p>

		<ul style="list-style-type: none"> <li>• Bell is detachable from sheet brass with silver, lacquer and gold plating options.</li> <li>• A key of Bb with the instrument's part usually read in concert pitch.</li> <li>• Weight around 16 kls above</li> <li>• Warranty: 2 years</li> <li>• Delivery Period: 60 calendar days</li> </ul>		
<b>TOTAL AMOUNT</b>			<b><u>₱ 847,000.00</u></b>	<b>₱ _____</b>

Brand and model: \_\_\_\_\_

Delivery period: \_\_\_\_\_ Max of 90 Calendar Days

Warranty: \_\_\_\_\_ Min of 2 years (equipment)

Price validity: \_\_\_\_\_ Min of 30 Calendar Days

Payment terms: \_\_\_\_\_ Min of 30 Calendar Days

**SUBMITTED AND CONFORMED BY:**

\_\_\_\_\_  
PRINTED NAME AND SIGNATURE OF REPRESENTATIVE

\_\_\_\_\_  
POSITION/DESIGNATION

\_\_\_\_\_  
CONTACT NUMBER/S

\_\_\_\_\_  
EMAIL ADDRESS