



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



**BIDS AND AWARDS COMMITTEE**

Telephone No. 531-9001 loc. 242

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E-mail: bac@ncmh.gov.ph

Website: www.ncmh.gov.ph

SOLICITATION NO.: NCMH-Small Value Procurement  
Supply & Delivery of Laboratory (Clinical) Supplies and Reagents CY 2023

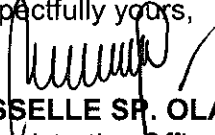
**REQUEST FOR QUOTATION**

March 17, 2023

Dear Sir/Madame:

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 **March 22, 2023 4:00 PM**. Kindly transact / address directly at the BAC Secretariat Office. For inquiries, you may call 531-9001 local 239 or 531-8318.

Respectfully yours,

  
**RUSSELLE S. OLASO, MPA**  
*Administrative Officer V*  
*Secretariat, Bids and Awards Committee*

**General Conditions:**

1. Bid offer must meet the minimum technical specifications.
2. Delivery period shall be within a maximum period of Seven (7) calendar days upon receipt of Notice to Deliver (NTD).
3. Price validity and payment terms shall be for a minimum period of thirty (30) calendar days.
4. Documentary requirements:
  - a. Mayor's / Business Permit (Attached Official Receipt)
  - b. PhilGEPS Registration Number
  - c. Income and Business Tax Return (Attached VAT Remittances)
  - 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 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.

**MARKING / LABEL OF PRICE QUOTATION**

1. Sealed Price Quotation Envelope:

<p><b>Request for Quotation</b>  <b>Supply and Delivery of <u>(Title of the Project)</u> CY 2023</b></p>	
<p><b>Item/s bidded:</b></p>	
1.	_____
2.	_____
<p><b>Name of Company / Bidder:</b>  <b>Tel. no.:</b>  <b>Fax no.:</b></p>	

2. Documentary Requirements Folder:

<p><b>Request for Quotation</b>  <b>Supply and Delivery of <u>(Title of the Project)</u> CY 2023</b></p>	
<p><b>Item/s bidded:</b></p>	
1.	_____
2.	_____
<p><b>Name of Company / Bidder:</b>  <b>Tel. no.:</b>  <b>Fax no.:</b></p>	

3. Mother Envelope:

<p><b>Request for Quotation</b>  <b>Supply and Delivery of <u>(Title of the Project)</u> CY 2023</b></p>	
<p><b>Name of Company / Bidder:</b>  <b>Tel. no.:</b>  <b>Fax no.:</b></p>	
<p><b>DO NOT OPEN ON OR BEFORE: (indicate closing date PhilGEPS)</b></p>	

**Supply & Delivery of Laboratory (Clinical) Supplies and Reagents CY 2023**

<b>QTY.</b>	<b>UNIT OF MEASURE</b>	<b>ITEM SPECIFICATION</b>	<b>BIDDER'S SPECIFICATION</b>	<b>APPROVED BUDGET OF THE CONTRACT</b>	<b>BIDDER'S OFFER</b>
100	test	Hepatitis B Antibody screening test (Anti HBS),one step, rapid , chromatographic test, cassette, with 2 year expiry		<b>UNIT PRICE:</b> <b>₱160.00</b>  <b>TOTAL PRICE:</b> <b>₱16,000.00</b>	<b>UNIT PRICE</b> <input type="text"/>  <b>TOTAL PRICE:</b> <input type="text"/>
10	bottle	Normal Salt Solution (NSS), 0.85 %, 1000 ml/ bottle		<b>UNIT PRICE:</b> <b>₱986.00</b>  <b>TOTAL PRICE:</b> <b>₱9,860.00</b>	<b>UNIT PRICE</b> <input type="text"/>  <b>TOTAL PRICE:</b> <input type="text"/>
1	bottle	Exton's Reagent for Urine Protein, 500ml/bottle, with (1) year expiry		<b>UNIT PRICE:</b> <b>₱608.00</b>  <b>TOTAL PRICE:</b> <b>₱608.00</b>	<b>UNIT PRICE</b> <input type="text"/>  <b>TOTAL PRICE:</b> <input type="text"/>
2	bottle	Trypticase Soy Broth, 500 gms/bottle w/ at least 2-year expiry		<b>UNIT PRICE:</b> <b>₱2,880.00</b>  <b>TOTAL PRICE:</b> <b>₱5,760.00</b>	<b>UNIT PRICE</b> <input type="text"/>  <b>TOTAL PRICE:</b> <input type="text"/>
2	pack	Oxidase Reagent , 50 drops/pack w/ at least 2-year expiry		<b>UNIT PRICE:</b> <b>₱7,590.00</b>  <b>TOTAL PRICE:</b> <b>₱15,180.00</b>	<b>UNIT PRICE</b> <input type="text"/>  <b>TOTAL PRICE:</b> <input type="text"/>
2	cartridge	Cefinase 50/cartridge with 2 year expiry		<b>UNIT PRICE:</b> <b>₱320.00</b>  <b>TOTAL PRICE:</b> <b>₱640.00</b>	<b>UNIT PRICE</b> <input type="text"/>  <b>TOTAL PRICE:</b> <input type="text"/>

4	cartridge	Quinupristin/Dalfopristin 50/cartridge w/ 2-year expiry		UNIT PRICE: ₱320.00  TOTAL PRICE: ₱1,280.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
2	cartridge	Taxo X factor, 50/cartridge w/ 2- year expiry		UNIT PRICE: ₱450.00  TOTAL PRICE: ₱900.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
2	cartridge	Taxo V factor, 50/cartridge w/ 2- year expiry		UNIT PRICE: ₱450.00  TOTAL PRICE: ₱900.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
2	cartridge	Taxo XV factor, 50/cartridge w/ 2- year expiry		UNIT PRICE: ₱450.00  TOTAL PRICE: ₱900.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
1	bottle	Catalase Reagent		UNIT PRICE: ₱3,500.00  TOTAL PRICE: ₱3,500.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
1	pack	Colistin E-Test, 30 test/pack		UNIT PRICE: ₱10,000.00  TOTAL PRICE: ₱10,000.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
1	pack	Vancomycin E-Test, 30 test/pack		UNIT PRICE: ₱10,000.00  TOTAL PRICE: ₱10,000.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>
1	pack	Penicillin E-Test, 100 test/pack		UNIT PRICE: ₱32,000.00  TOTAL PRICE: ₱32,000.00	UNIT PRICE <input type="text"/>  TOTAL PRICE: ₱ <input type="text"/>

1	pack	Azithromycin E- Test, 100 test/pack		<b>UNIT PRICE:</b> <b>₱26,000.00</b>	<b>UNIT PRICE</b> <input type="text"/>
				<b>TOTAL PRICE:</b> <b>₱26,000.00</b>	<b>TOTAL PRICE:</b> <input type="text"/>
			<b>TOTAL:</b>	<b>₱133,528.00</b>	

Brand and model: \_\_\_\_\_  
 Delivery period: \_\_\_\_\_ Max of 7 calendar days  
 Warranty: \_\_\_\_\_ Min of 3 months (supplies)  
 \_\_\_\_\_ Min of 1 year (equipment)  
 Price validity: \_\_\_\_\_ Min of 30 Calendar Days  
 Payment terms: \_\_\_\_\_ Min of 30 Calendar Days

SUBMITTED AND CONFORMED BY:

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
COMPANY ADDRESS

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

\_\_\_\_\_  
DESIGNATION

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