



Republic of the Philippines  
MUNICIPALITY OF PINAMALAYAN  
Province of Oriental Mindoro

RFQ NO. 2024 00  
Date \_\_\_\_\_

**REQUEST FOR QUOTATION**

**SUPPLY AND DELIVERY of Drugs, Medicines Expenses for 1<sup>st</sup> Quarter 2024 for Official Use Of MHO**

The Municipal Government of Pinamalayan hereinafter referred to as "the Purchaser", through its Bids and Awards Committee (BAC), invite interested parties to submit price quotation for the Supply and Delivery of **Drugs, Medicines Expenses For 1<sup>st</sup> Quarter 2024 for Official Use Of MHO** of through Small Value Procurement (Sec. 53.9 IRR of R.A. No. 9184) with Approved Budget for the Contract (ABC) of **Seventy Five Thousand Five Hundred Pesos Only. (75, 500.00)**

Item/Lot No.	Quantity	Units	Item Description	ABC
1	100	Bots	Ambroxol 15mg/5 ml	75,500.00
2	100	Bots	Ambroxol drops	
3	20	Bots	Phenylpropanolamine tablet	
4	100	Bots	Phenylpropanolamine syrup	
5	100	Bots	Phenylpropanolamine drops	
6	20	Bx	Acetylcysteine sachet	
7	20	Bx	Celecoxib 200mg cap	
8	20	Bx	Allopurinol 300mg tab	
9	10	Bx	Hyoscine N-Butylbromide 10mg tab	
10	30	Bx	Hyoscine N-Butylbromide 1mg/5ml	
11	20	Bx	Ascorbic Acid tab	
12	20	Bx	Vitamin B Complex	
13	20	Bx	Multivitamins capsule	
14	1	Bx	Diffiam lozenges	
15	20	Bx	Co-Amoxiclav 625mg tab	
16	10	Bx	Cinnarizine 25mg tab	
17	100	Bx	Ascorbic Acid drops	
18	3	Bots	Cutasept Spray	
19	15	Bx	Cefuroxime 500mg tab	
20	2	bx	Atorvastatin 20mg	

All items listed under the purchaser's specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements will result to rejection. Likewise, it is understood that Purchaser's specifications are minimum requirements. The Bidder/Supplier may offer higher specifications or additional items, if any.

Procurement procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act).

It is the intent of the Purchaser to evaluate the quotation for each item/lot and compare it with other bids/quotation separately and recommend for contract award separately. Contract Award will be made to the lowest evaluated quotation, **per item/lot**, meeting purchaser's technical specifications.

Likewise, in accordance with Section 54.6 and Appendix A of Annex "H" (Consolidated Guidelines for the Alternative Methods of Procurement) of the IRR of RA No. 9184, the supplier shall provide the following documentary requirements as a **condition for award** of the contract:

1. Mayors Permit
2. Philgeps Registration
3. Omnibus sworn statement



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Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

All quotations may be typewritten or handwritten and may be placed in sealed envelope marked "Supply and Delivery of **Drugs, Medicines Expenses for 1<sup>st</sup> Quarter 2024 for Official Use of MHO** (RFQ No. 24-0078)" and must be delivered/submitted on \_\_\_\_\_ at the BAC Secretariat Office, 2F Main Building, Municipal Compound, Pinamalayan, Oriental Mindoro.

Quotations shall be valid for thirty (30) calendar days from the deadline of submission of the same.

The delivery period shall be within Fifteen days (15) calendar days from receipt of the Purchase Order (PO). The supplier should inform the purchaser at least a day before the date of delivery. The delivery will be made only during working days and hours.


**DELIVERY SITE: MUNICIPAL HEALTH OFFICE**

The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.

The prospective supplier shall submit the following:

- a) Duly accomplished Quotation Form (*Annex A*); and
- b) Brochures of the items offered, if any.

The Municipal Government of Pinamalayan reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected supplier or suppliers. Municipal Government of Pinamalayan also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to the government.

  
**CARLITO M. MEJICO, CPA, REB**  
Municipal Assessor  
BAC Chairperson *24-0078*



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ANNEX now - 06  
(RFQ No. \_\_\_\_\_)

QUOTATION FORM

\_\_\_\_\_  
Date

THE CHAIRPERSON

Bids and Awards Committee  
Municipal Government of Pinamalayan  
Madrid Blvd., Zone II, Pinamalayan, Oriental Mindoro

Sir/Madam:

Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned offer to supply and deliver the following items (with our unit prices and total price):

Item/ Lot No.	Item Description	No. of Units	Unit Price	Total Price
1	Ambroxol 15mg/5 ml	100 bots		
2	Ambroxol drops	100 bots		
3	Phenylpropanolamine tablet	20 bots		
4	Phenylpropanolamine syrup	100 bots		
5	Phenylpropanolamine drops	100 bots		
6	Acetylcysteine sachet	20 bxs		
7	Celecoxib 200mg cap	20 bxs		
8	Allopurinol 300mg tab	20 bxs		
9	Hyoscine N-Butylbromide 10mg tab	10 bxs		
10	Hyoscine N-Butylbromide 1mg/5ml	30 bxs		
11	Ascorbic Acid tab	20 bxs		
12	Vitamin B Complex	20 bxs		
13	Multivitamins capsule	20 bxs		
14	Diffiam lozenges	1 bx		
15	Co-Amoxiclav 625mg tab	20 bxs		
16	Cinnarizine 25mg tab	10 bxs		
17	Ascorbic Acid drops	100 bxs		
18	Cutasept Spray	3 bots		
19	Cefuroxime 500mg tab	15 bxs		
20	Atorvastatin 20mg	2 bxs		
Grand Total				

*Note: Purchaser's specifications are minimum requirements. The Bidder/Supplier may offer higher specifications or additional items, if any. All items shall be covered by at least one (1) year warranty on parts and labor. (attach additional sheets if necessary)*

We undertake, if our Quotation is accepted to supply and deliver the above goods within ten (10) days from the receipt of Purchase Order (PO).

We agree to abide by this Quotation for a period of thirty (30) days after the dated deadline of submission specified in your RFQ.

We understand that payment for items delivered and installed will be made to the winning supplier after the inspection and acceptance of goods delivered and installed.

\_\_\_\_\_  
Supplier's/authorized representative signature over printed name

Designation: \_\_\_\_\_

Name of Company: \_\_\_\_\_

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

Contact No.: \_\_\_\_\_

Tax Identification Number (TIN): \_\_\_\_\_

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

Canvased by: