



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

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**REQUEST FOR QUOTATION**

The **Department of Education Region IV-A (CALABARZON)** through its **Bids and Awards Committee**, intends to procure **“PHYSICAL EXAMINATION, LABORATORY AND VACCINATION FOR THE 2022 ANNUAL PHYSICAL AND LABORATORY EXAMINATION AND VACCINATION ON NOVEMBER 7, 11, 14 AND 18, 2022”** in accordance with Alternative Method of Procurement under Section 52 (Shopping) or Section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **FOUR HUNDRED EIGHTY-ONE THOUSAND EIGHT HUNDRED SEVENTY PESOS (Php481,870.00)**.

**THE PROCUREMENT OF THE LISTED GOODS SHALL BE IN LOTS.** Bidders may bid in any or all lots. Bids that exceed the ABC of each lot shall automatically be disqualified.

Please quote your **Best Offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the bottom/last page of this Request for Quotation (RFQ). Submit your proposal/quotation duly signed by your authorized representative **not later than OCTOBER 24, 2022 at 9:00 A.M.** at the BAC Secretariat, DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal. **Quotations may also be submitted through facsimile or email at the address and contact numbers indicated below.**

A copy of your 2022 **Business/Mayor’s Permit, PhilGEPS Registration Number and Latest Income/Business Tax Return** are required to be submitted along with your signed quotation/proposal.

Also, please provide a copy of your **Department of Tourism (DOT) Certificate of Authority to Operate and Safety Seal Certificate** for hotels, including staycation hotels.

Moreover, a **Notarized Omnibus Sworn Statement (GPPB-prescribed forms)** will also be required to be submitted prior to award.

For any clarification, you may contact us at telephone no. **02-8682-5773; 8684-4914; or 8647-7487** or e-mail address at **bac.calabarzon@deped.gov.ph**

  
**CHERRYLOU D. REPIA**  
BAC Chairperson



**Address:** Gate 2, Karangalan Village, Cainta, Rizal  
**Telephone Nos.:** 02-8682-5773/8684-4914/8647-7487  
**Email Address:** region4a@deped.gov.ph  
**Website:** depedcalabarzon.ph

In case of recently expired Mayor's/Business permit, it shall be accepted together with its Official Receipt that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after the award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the Notarized Omnibus Sworn Statement shall be submitted after the award of contract but before payment in accordance with item 6.3 of GPPB Resolution No. 09-2020.

**Date:** \_\_\_\_\_

<b>Name of Company:</b>	
<b>Address:</b>	
<b>Name of Store/Shop (if applicable):</b>	
<b>TIN:</b>	
<b>PhilGEPS Registration Number:</b>	

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly, accurately and completely.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the lot/s as follows:

**TECHNICAL SPECIFICATION**

1. Please quote your **best offer** for the lot/s below. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.
2. Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each Specification.

<b>LOT</b>	<b>Description</b>	<b>Total QTY</b>	<b>Bidder's Statement of Compliance</b>	<b>Unit Cost (VAT Inclusive)</b>	<b>Total Cost (VAT Inclusive)</b>
<b>LOT 1</b>	<b>PHYSICAL EXAMINATION AND LABORATORY</b>				
a	<b>Chest X-Ray (Php500.00/pax)</b>	<b>166 pax</b>			
b	<b>Fasting Blood Sugar (Php120.00/pax)</b>	<b>166 pax</b>			
c	<b>Total Lipid Profile (Php350.00/pax)</b>	<b>166 pax</b>			
d	<b>Serum Creatinine (Php120.00/pax)</b>	<b>166 pax</b>			
e	<b>Serum SGPT (Php120.00/pax)</b>	<b>166 pax</b>			
f	<b>Blood Uric Acid (Php120.00/pax)</b>	<b>166 pax</b>			
g	<b>Complete Blood Count (Php120.00/pax)</b>	<b>166 pax</b>			
h	<b>Urinalysis (Php120.00/pax)</b>	<b>166 pax</b>			
i	<b>12 L ECG (Php250.00/pax)</b>	<b>63 pax</b>			
j	<b>Pap Smear (Php300.00/pax)</b>	<b>20 pax</b>			
k	<b>Physical Exam with Breast Examination (Complimentary)</b>	<b>166 pax</b>			
l	<b>Eye Check Up (Complimentary)</b>	<b>166 pax</b>			
<b>LOT 2</b>	<b>VACCINES</b>				
a	<b>ANTI-INFLUENZA VACCINE</b> Prefilled syringe, Quadrivalent, WHO approved for 2022-2023 strain A/Victoria/2570/2019 (H1H1) pdm09-like virus; A/Darwin/9/2021 (H3N2)-like virus; B/Austria/1159417/2021-like(B/Victoria lineage) virus; B/Phuket/3073/2013-like (B/Yamagata lineage) <b>(Php650.00/pax)</b>	<b>150 pax</b>			

b	<b>ANTI-PNEUMONIA VACCINE 0.5 ml</b> suspension for intramuscular injection, supplied in a single-dose prefilled syringe activeimmunization for the prevention of pneumonia and invasive disease caused by S. Pneumoniae 1,3,4,5,6A,6B, 7F, 9V,14, 18C, 19A, 19F AND 23F <b>(Php3,000.00/pax)</b>	<b>34 pax</b>			
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Specifications (from end user):

Enclosure 2. SCHEDULE AND NUMBER OF EMPLOYEES PER BATCH

Date	Activity	APE + Anti Flu vaccine	APE Only	Paps Smear	12 L ECG	Pevnar 13 Vaccine
November 7, 2022 (Monday) Batch 1	Physical and Laboratory Examination with Anti Influenza Vaccination	47	3	4	27	
November 11, 2022 (Friday) Batch 2	Physical and Laboratory Examination with Anti Influenza Vaccination	61	4	5	14	
November 14, 2022 (Monday) Batch 3	Physical and Laboratory Examination with Anti Influenza Vaccination	37	9	6	17	

November 18, 2022 (Friday)	Anti-Pneumonia Vaccination					29
Totals		145	16	15	58	29

1. One (1) male and one (1) female licensed physicians to conduct the complete physical examination including breast examination and for the vaccination.
2. Use of properly calibrated digital weighing scale (OMRON/SECA) and digital sphygmomanometer (OMRON). To be validated manually in cases of elevated Blood Pressure Reading
3. The provider should meet up with the Medical Officer IV to discuss details of the event at least 2 weeks prior
4. Set up shall be at the Department of Education CALABARZON Regional Office Compound, Karangalan Avenue, Karangalan Village, Cainta, Rizal
5. Directional signage and Signage for each laboratory examination station should be displayed prominently
6. Set up should be ready at 7am and maintained until the last scheduled employee for the day is done.
7. The Medical Laboratory personnel should strictly observe the Minimum Health Protocols during the activity by wearing a properly fitted mask, personal alcohol rub, at least 1meter distancing, no unnecessary talking/banter and bringing of own pen.

8. Disinfection after and proper disposal of infectious waste shall be done by the provider and to be observed by all. 9. List of employees who have undergone the examination should be submitted, properly signed by each employee 10. Summary of Results should be emailed to the Medical Officer IV within 2 weeks after conduct of the activity. One hard copy shall also be submitted. 11. Individual hard copy of results should also be submitted to the Medical Officer for distribution to the employee 12. Employees who will not be able to undergo the examination can request to be accommodated to the next available schedule or opt to go to the laboratory on their own until November 21, 2022 (Monday). 13. A small token (apple/banana/pen) to those who have completed all stations be provided to each employee
<b>TOTAL COST:</b>

*\*The above quoted prices are inclusive of all costs and applicable taxes.*

<b><u>SCHEDULE OF REQUIREMENTS</u></b>			
The delivery schedule expressed as weeks/months stipulates hereafter the delivery date to the project site.			
Item	Description	Total Quantity	Delivery
I			
II			

<b><u>FINANCIAL OFFER</u></b>	
<b>Approved Budget for the Contract</b>	<b>Your Total Offered Quotation</b>
<b>Php481,870.00</b>	In words:
	In figures:
<b><u>Payment Details:</u></b>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfilment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.

Banking Institution	
Account Number	
Account Name	
Branch	

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) calendar days from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the Lowest Calculated and Responsive Quotation (for goods and infrastructure) or, the Highest Rated Offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The Department of Education Region 4A shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Department of Education Region IV-A shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone Number

\_\_\_\_\_  
Fax/Mobile Number

\_\_\_\_\_  
E-mail address/es