



## PHILIPPINE INTERNATIONAL TRADING CORPORATION

5/F NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

### Request for Quotation Reference No.: GPG-SVP-2020-069 (Small Value Procurement)

### SUPPLY, DELIVERY AND TESTING OF ONE (1) UNIT BRAND NEW VIDEOLPOSCOPE FOR THE LAS PIÑAS GENERAL HOSPITAL AND SATELLITE TRAUMA CENTER (LPGH & STC)

The Philippine International Trading Corporation (PITC) and the Las Piñas General Hospital and Satellite Trauma Center (LPGH & STC) intend to apply the sum of PESOS: FOUR HUNDRED SEVENTY EIGHT THOUSAND FIVE HUNDRED SIXTY & 00/100 ONLY (PhP 478,560.00) being the Approved Budget for the Contract (ABC) to payment under the contract for the **SUPPLY, DELIVERY AND TESTING OF ONE (1) UNIT BRAND NEW VIDEOLPOSCOPE**, more particularly described as follows:

Item Description	Qty	Approved Budget for the Contract (PhP)
BRAND NEW VIDEOLPOSCOPE	1 Unit	478,560.00

In view of this, may we request suppliers to submit quotation with the following requirements, terms and conditions for compliance:

#### **For submission:**

#### **1. Minimum Eligibility Requirements:**

- a. DTI or SEC Registration;
- b. Valid and current Business / Mayor's Permit issued by the city or municipality where the principal place of business of the prospective supplier is located;
- c. Valid and current PhilGEPS Registration
- d. Valid and current Tax Clearance
- e. Latest Income/Business Tax Return

#### **2. Technical Requirements:**

- a. Completely filled out PITC Technical Quotation Forms: **Annex I**;
- b. Brochures or Technical Data Sheet or equivalent specifying Technical specifications of the item being bid. Internet downloads may be included to supplement the information contained in the original brochures. In lieu of a brochure, a bidder may submit pictures or scaled drawings of the item to be bid.
  - The documents will be evaluated to ensure compliance with the required technical specifications.
- c. List of Service Center/s with corresponding address and contact numbers.
- d. Certified true copy of Certificate of Authorized Distributorship issued by the manufacturer to the supplier or distributor.
- e. ISO compliance document of the manufacturer.
  - Compliance to ISO 13485 (valid) or its equivalent (ex. ISO 2009:2015, etc), that is applicable to the manufacturer.



f. Omnibus Sworn Statement: **Annex II.**

- a) Authority of the designated representative with corresponding proof of authorization
- b) Non-inclusion in blacklist or under suspension status
- c) Authenticity of Submitted Documents
- d) Authority to validate Submitted Documents
- e) Disclosure of Relations
- f) Compliance with existing labor laws and standards
- g) Bidders Responsibilities
- h) Did not pay any form of consideration.

**3. Financial Requirements:**

- Completely filled out PITC Financial Quotation Forms – supplier's price proposal must not be more than the ceiling price and must be inclusive of VAT: **Annex III**
- Price must be valid for One Hundred Twenty (120) days upon submission of quotation.
- Price must be VAT inclusive

**4. Refusal to sign and accept the Award/Order Confirmation or enter into contract without justifiable reason, maybe a ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.**

**Requirement/s if Awarded the contract**

- Delivery Period: Full delivery within sixty (60) calendar days from receipt of Notice to Proceed (NTP)
- Delivery Place: Materials Management Section of the Las Piñas General Hospital and Satellite Trauma Center, Las Piñas City
- Warranty Period: One (1) year on parts. Repair of possible malfunction/s and attentive technical support within the one (1) year warranty period. Warranty period shall commence from the date of acceptance by the end user after testing and commissioning.
- Manual: The bidder must provide/submit two (2) sets hard copies of Operations' Manual and Service Manual upon delivery of the item.
- Training, no. of employees and place: Conduct training and orientation to a maximum of eight (8) End Users and two (2) Bio Med Technicians of the Las Piñas General Hospital & STC for a maximum of three (3) days.
- Testing and Acceptance Procedures and Parameters: Conduct equipment demonstration. Successful use of actual equipment.
- Payment term is within 15 calendar days after complete delivery, final acceptance of the items and submission of required documents.

Should your company be interested, **you may submit your open quotation on or before 01 December 2020, 2:00PM at the 5<sup>th</sup> Floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City, through fax at 8818-9801 loc 499, or email at [kat.alba@pitc.gov.ph](mailto:kat.alba@pitc.gov.ph) AND [kat.alba@pitc1973.onmicrosoft.com](mailto:kat.alba@pitc1973.onmicrosoft.com).** For further queries you may call at Tel. No. 8818-9801 loc 309 and look for **MS. KATRINA ALBA.**

Thank you.



  
**CHRISTABELLE P. EBRIEGA**  
Vice President  
Government Procurement Group

After having carefully read and accepted the Terms and Conditions,  
I/we submit our quotation for the Supply, Delivery and Testing of One (1) Unit Brand New  
Videocolposcope for the Las Piñas General Hospital and Satellite Trauma Center (LPGH &  
STC)

\_\_\_\_\_  
Name of Company (in print)

\_\_\_\_\_  
Signature of Company Authorized Representative

\_\_\_\_\_  
Name & Designation of Company Authorized Representative (in print)

\_\_\_\_\_  
Contact Details (Tel. No., Fax No. & Email Address)

\_\_\_\_\_  
Date



**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.**

**Annex I (Page 1 of 4)**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION  
TECHNICAL QUOTATION FORM**

**SUPPLY, DELIVERY AND TESTING OF ONE (1) UNIT BRAND NEW VIDEOCOLPOSCOPE FOR  
THE LAS PIÑAS GENERAL HOSPITAL AND SATELLITE TRAUMA CENTER (LPGH & STC)**

Reference No.: GPG-SVP-2020-069

Approved Budget for the Contract: ₱478,560.00

**SMALL VALUE PROCUREMENT**

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

**INSTRUCTIONS TO THE SUPPLIER:** Indicate “COMPLY” if Supplier’s Statement of Compliance meets the technical specifications as indicated. DO NOT LEAVE ANY BLANK. A “YES OR NO” ENTRY WILL NOT BE ACCEPTED. FAILURE TO COMPLY WILL RESULT IN THE REJECTION OF THE SUPPLIER’S PROPOSAL.

Line No.	Technical Requirements	Supplier’s Statement of Compliance
<b>1) ONE (1) UNIT BRAND NEW VIDEOCOLPOSCOPE</b>		
a)	LED cold lighting system	
b)	1x–36x magnification range	
c)	Real time display of magnification	
d)	Three-level electronic green filter or its equivalent, enhances vascular image display without compromise of illumination	
e)	Acetic acid and iodine reaction test timer to capture the right and precise image	
f)	Advanced and fast auto focus	
g)	Data management software	
h)	Resolution of 1/4” super HAD color CCD 4400 pixels	
i)	Focus mode both Auto and Manual	
j)	Depth of field: 5-120mm	
k)	Field of view: 150-300mm	

**Please specify Brand and Model of VIDEOCOLPOSCOPE being offered:**

I/We, the undersigned manufacturer / supplier, having examined the Technical Documents for this project hereby OFFER to (supply / deliver / perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

\_\_\_\_\_  
**Name & Designation (in print)**

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



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Line No.	Technical Requirements	Supplier’s Statement of Compliance
l)	Power supply: 220-240V	
m)	Camera with rolling stand	
n)	Workstation with integrated computer	
o)	LED screen for the computer	
p)	Wireless mouse	
q)	Ground cable	
r)	Foot switch	
s)	Power cord	
t)	USB Interface for data management software	

**Please specify Brand and Model of VIDEOCOLPOSCOPE being offered:**

**Requirement/s if declared as Lowest/Single Calculated Bids**

2)	Presentation of actual brand/model being offered within seven (7) calendar days after receipt of Notice to Present Sample. Presentation of sample may be in any of the following: <ul style="list-style-type: none"> <li>• A unit already installed at other government or private hospitals/ establishments in Metro Manila; OR</li> <li>• Brand New Unit to be used for product presentation/ demonstration of the VIDEOCOLPOSCOPE</li> </ul>	
----	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

I/We, the undersigned manufacturer / supplier, having examined the Technical Documents for this project hereby OFFER to (supply / deliver / perform) the herein described items.

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Line No.	Requirement/s if Awarded the Contract		Supplier’s Statement of Compliance
3)	Delivery Period	<b>Within Sixty (60) calendar days</b> from receipt of Notice to Proceed.	
4)	Delivery Place	Materials Management Section of the Las Piñas General Hospital and Satellite Trauma Center, Las Piñas City.	
5)	Delivery Conditions	Deliveries must be done within the delivery period / completion period at designated delivery site/s.	
		Deliveries are subject to inspection at designated delivery site/s consisting of at least two (2) PITC representatives and one (1) LPGH & STC representative.	
		During delivery, the supplier shall be responsible in unloading the items from the container/truck to the designated delivery center. All costs including delivery and assembly, handling and other related expenses shall be done by the supplier. In the absence of materials handling equipment at the site, the supplier shall provide the necessary equipment such as but not limited to forklifts, hand pallet truck etc.	
		ALL EXPENSES RELATED TO DELIVERY, INSPECTION AND ACCEPTANCE SHALL BE FOR THE ACCOUNT OF THE SUPPLIER.	
6)	Warranty Period	One (1) year on parts. Repair of possible malfunction/s and attentive technical support within the one (1) year warranty period. Warranty period shall commence from the date of acceptance by the end user after testing and commissioning.	

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Line No.	Requirement/s if Awarded the Contract	Supplier’s Statement of Compliance
7)	Manual Two (2) sets hard copies of Operations’ Manual and Service Manual upon delivery of the item.	
8)	Training, No. of employees and place Conduct training and orientation to a maximum of eight (8) End Users and two (2) Bio Med Technicians of the Las Piñas General Hospital & STC for a maximum of three (3) days.	
9)	Testing and Acceptance Procedures and Parameters Conduct equipment demonstration. Successful use of actual equipment.	
10)	As one of documentary requirements for payment (as applicable), submit certified true copies of pertinent tax receipts and duties paid on the imported parts/equipment pursuant to COA Memo No. 90-684 dated Dec. 5, 1990/Administrative Order No. 200 dated November 20, 1990. For locally purchased materials, the BIR registered sales invoice of the seller is acceptable.	

I/We, the undersigned manufacturer / supplier, having examined the Technical Documents for this project hereby OFFER to (supply / deliver / perform) the herein described items.

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**Name of Company (in print)**

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**Signature of Company Authorized Representative**

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**Name & Designation (in print)**

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



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**OMNIBUS SWORN STATEMENTS**

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

I/We, \_\_\_\_\_, of legal age, with residence at \_\_\_\_\_, after having been duly sworn to in accordance with law do hereby certify under oath as follows:

(a)

**AUTHORITY OF THE DESIGNATED REPRESENTATIVE**

*(Please check appropriate box and fill up blanks)*

**Sole Proprietorship**

That I am the sole proprietor of <company name/name of supplier> with business address at \_\_\_\_\_; Telephone No. \_\_\_\_\_, with Fax No. \_\_\_\_\_ and e-mail address \_\_\_\_\_ and as owner and sole proprietor, I have the full power and authority to do, execute and perform any and all acts necessary to represent it in the small value procurement.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Specimen Signature: \_\_\_\_\_

**- OR -**

That I am the duly authorized representative of the owner/sole proprietor of <company name/name of supplier> with business address at \_\_\_\_\_; Telephone No. \_\_\_\_\_, with Fax No. \_\_\_\_\_ and e-mail address \_\_\_\_\_ as shown in the attached Special Power of Attorney, and granted full power and authority to do, execute and perform any and all acts necessary to represent it in the small value procurement.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Specimen Signature: \_\_\_\_\_

**Note: Please attach a Special Power of Attorney, if not the Sole Proprietor/Owner.**





**Annex II**  
**(Page 2 of 3)**

**Corporation, Partnership, Cooperative**

That I/we am/are the duly authorized representative/s of <company name>, located at \_\_\_\_\_, with Telephone No. \_\_\_\_\_; Fax No. \_\_\_\_\_ and e-mail address, \_\_\_\_\_, as shown in the attached Secretary's Certificate issued by the corporation or the members of the joint venture, and granted full power and authority to execute and perform any and all acts necessary and/or to represent our company, including signing all documents and other related documents such as the contracts:

- |                           |                           |
|---------------------------|---------------------------|
| 1) Name: _____            | 2) Name: _____            |
| Title: _____              | Title: _____              |
| Specimen Signature: _____ | Specimen Signature: _____ |

**Note: Please attach duly executed Secretary's Certificate.**

**(b)**

**NON-INCLUSION IN THE BLACKLIST NOR UNDER SUSPENSION STATUS BY ANY AGENCY OR GOVERNMENT INSTRUMENTALITY**

That the firm I/We represent is not blacklisted or barred/suspended from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financial institution whose blacklisting rules have been recognized by the Government Procurement Policy Board.

**(c)**

**AUTHENTICITY OF SUBMITTED DOCUMENTS**

That each of the documents submitted by our company in satisfaction of the requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

**(d)**

**AUTHORITY TO VALIDATE SUBMITTED DOCUMENTS**

The undersigned duly authorized representative of the Applicant, for and in behalf of the Applicant, hereby Authorizes the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted.

**(e)**

**DISCLOSURE OF RELATIONS**

That for and in behalf of the Bidder, I/We hereby declare that the sole proprietor or proprietress/ all officers and members of the partnership or cooperative/ all officers, directors, and controlling stockholders of the corporation/ all partners and members of the Joint Venture are not related by consanguinity or affinity up to the third civil degree with the **Head of the Procuring Entity**, members of the **Board of Directors**, the **President, Officers or Employees** having direct access to information that may substantially affect the result of the bidding such as, but not limited to, the **members of the PITC BAC**, the **members of the TWG of PITC**, the **PITC BAC Secretariat**, the **head of the end-user unit**, and the **project consultants**. It is fully understood that the existence of the aforesaid relation by consanguinity or affinity of the Bidder with the aforementioned Officers of the Corporation shall automatically disqualify the Bid.

**(f)**

**COMPLIANCE WITH EXISTING LABOR LAWS AND STANDARDS**

That our company diligently abides and complies with existing labor laws and standards.



**Annex II**  
**(Page 3 of 3)**

**(g)**  
**BIDDER'S RESPONSIBILITIES**

1. That I/we have taken steps to carefully examine all of the bidding documents;
2. That I/we acknowledge all conditions, local or otherwise affecting the implementation of the contract;
3. That I/we made an estimate of the facilities available and needed for the contract to be bid, if any;
4. That the submission of all bidding requirements shall be regarded as acceptance of all conditions of bidding and all requirements of authorities responsible for certifying compliance of the contract;
5. That I have complied with our responsibility as provided for in the bidding documents and all its attachments;
6. That failure to observe any of the above responsibilities shall be at my own risk and
7. That I agree to be bound by the terms and conditions stated in the Conditions of the Contract for this project.

**(h)**  
**DID NOT PAY ANY FORM OF CONSIDERATION**

That I/we did not give or pay directly or indirectly, any commission, amount, fee or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
**Bidder's Authorized Representative**  
**Signature over Printed Name**

**SUBSCRIBED AND SWORN TO BEFORE ME** this \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_, Philippines. Affiant exhibited to me his/her competent Evidence of Identity (as defined by the 2004 Rules on Notarial Practice) \_\_\_\_\_ issued \_\_\_\_\_ at \_\_\_\_\_, Philippines.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_



**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.**

**Annex III**

**PHILIPPINE INTERNATIONAL TRADING CORPORATION**

**FINANCIAL QUOTATION FORM**

**SUPPLY, DELIVERY AND TESTING OF ONE (1) UNIT BRAND NEW VIDEOCOLPOSCOPE FOR THE LAS PIÑAS GENERAL HOSPITAL AND SATELLITE TRAUMA CENTER (LPGH & STC)**

Reference No. GPG-SVP-2020-069

Approved Budget for the Contract: ₱478,560.00

**SMALL VALUE PROCUREMENT**

**PRICE MUST BE INCLUSIVE OF VAT**

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

**NOTE: Supplier's price proposal / quotation must not exceed the ABC / Ceiling Price. The Supplier shall shoulder all transportation costs and bears all risk until the goods have been delivered to the site.**

Description	Quantity	ABC (PhP)	Supplier's Price Proposal (PhP)
BRAND NEW VIDEOCOLPOSCOPE	1 unit	478,560.00	

**Amount in Words:**

**Note:**

- I. Price must be valid for One Hundred Twenty (120) days upon submission of quotation;
- II. The Supplier shall shoulder all transportation costs and bears all risk until the goods have been delivered to the site. If delivery is outside Metro Manila, all expenses (Airfare, hotel accommodation, per diem, etc.) relative to delivery shall be borne by the supplier.
- III. Payment to Supplier of the Contract Price, net of applicable withholding tax shall be made within fifteen (15) days after full delivery, and submission of the required documents as follows:
  1. Original and duplicate **BIR VAT registered** Supplier's Invoice issued under the name of the LPGH&STC indicating **LPGH & STC TIN: 208-965-715-000**. Entries must be typewritten or computer printed and must be duly acknowledged and received by LPGH's authorized representative;
  2. Original and duplicate Delivery Receipt issued under the name of the LPGH & STC duly acknowledged and received by LPGH's authorized representative and countersigned by PITC QAIT representative; and
  3. Original Joint Certificate of Acceptance issued by authorized representatives of LPGH & STC and PITC.

**SUPPLIER'S UNDERTAKING**

I/We, the undersigned manufacturer / supplier, having examined the Technical Documents for this project hereby OFFER to (supply / deliver / perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

\_\_\_\_\_  
Name of Company (in print)

\_\_\_\_\_  
Signature of Company Authorized Representative

\_\_\_\_\_  
Name & Designation (in print)

\_\_\_\_\_  
Date