



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 7285388  
**Procuring Entity** PHILIPPINE RECLAMATION AUTHORITY  
**Title** One (1) lot Supply and Administration of Influenza and Pneumonia Vaccines for 186 PRA Employees  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	20-10-0649	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	3
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Medical Supplies and Laboratory Instrument	<b>Document Request List</b>	0
<b>Approved Budget for the Contract:</b>	PHP 840,000.00	<b>Date Published</b>	26/10/2020
<b>Delivery Period:</b>	5 Day/s	<b>Last Updated / Time</b>	26/10/2020 00:00 AM
<b>Client Agency:</b>		<b>Closing Date / Time</b>	03/11/2020 17:00 PM
<b>Contact Person:</b>	Angela Estribor Rodrigo Project Management Officer B 7th Flr., Legaspi Tower 200, 107 Paseo de Roxas, Legaspi Village Makati City Metro Manila Philippines 1226 63-2-84595000 Ext.7203  bac@pea.gov.ph		

#### Description

##### INVITATION TO SUBMIT QUOTATION

Quotation Issue Date: October 26, 2020

Quotation Closing Date: November 03, 2020

Approved Budget for the Contract (ABC): Php 840,000.00

Description of Goods and Quantity Required: One (1) lot Supply and Administration of Influenza and Pneumonia Vaccines for 186 PRA Employees

##### Documentary Requirements:

1. Quotation Form
2. PhilGEPS Registration Number<sup>1</sup>
3. Valid Business/ Mayor's Permit<sup>1,2</sup>
4. Omnibus Sworn Statement, and with Secretary Certificate if applicable<sup>3</sup>
5. Latest Income/Business Tax Return

Please use PDF (preferred) or IMAGE file extension for email submission.

Good day!

May we invite you to submit quotation for the above-mentioned requirements of Philippine Reclamation Authority (PRA). Please refer to the attached Quotation Form and Terms of Reference.

Please fill up the attached quotation form and submit the same with the complete requirements indicated in the said form. You can

send it to PRA Office or thru email (bac@pea.gov.ph) for the attention of BAC Secretariat. Online submission is preferred. Kindly check our website at <http://www.pea.go.ph> for announcement of office hours during the community quarantine.

Quotation must be submitted on or before the quotation closing date as shown above. Quotation received with incomplete requirements and those received after the closing date will not be accepted.

You may write your queries and concerns to bac@pea.gov.ph. For questions regarding the item/s to be procured, you may contact Mr. Sancho Glenn A. Lastimosa, Acting Division Manager of the General Services Division, at Tel. #: 8459-5000.

Note:

[1]Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

[2]Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

[3]Unnotarized Omnibus Sworn Statement with Secretary Certificate (if applicable) may be submitted, subject to submission of the notarized OSS after award of contract but before payment.

Thank you.

ANGELA E. RODRIGO  
BAC Secretariat Member  
Philippine Reclamation Authority

**Created by** Angela Estribor Rodrigo

**Date Created** 25/10/2020

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



# Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City  
Tel. No. 459-5000 loc. 7203

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BAC Secretariat Member  
Philippine Reclamation Authority



# Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City  
Tel. No. 459-5000 loc. 7203

## QUOTATION FORM

SUPPLIER:	_____	Date	_____
PhilGEPS Registry No.	_____		
ADDRESS:	_____		
	_____	WEBSITE:	_____
TEL. NO.:	_____	E-MAIL:	_____
TIN NO.:	_____		

### INSTRUCTIONS:

1. Fill in all the blanks and place checkmarks on applicable boxes.
2. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).
3. Indicate the brand name of the offered item/s and delivery charges (if applicable).
4. In case you are the **exclusive manufacturer, distributor or agent** in the Philippines, attach appropriate documents to the said effect.
5. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). **ONLINE SUBMISSION IS PREFERRED.**

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (If Applicable)	UNIT PRICE *	TOTAL AMOUNT *
1.	One (1)	lot	Supply and Administration of Influenza and Pneumonia Vaccines for 186 PRA Employees			
			- See attached <b>Terms of Reference</b>			
			<b>Delivery Period:</b> Five (5) working days			
			<b>== NOTHING FOLLOWS ==</b>			

- Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

### Terms and Conditions:

1. Payment shall be in the form of **Company Check** and price validity shall be **30 calendar days**.
2. Availability of item/s:  delivery  pick-up within \_\_\_ calendar days upon receipt of Purchase Order (P.O.).
3. Warranty period:  Not Applicable  Applicable warranty period shall be \_\_\_\_\_.
4. Please indicate if quotation is:  VAT inclusive  Non-VAT.
5. Supplier/s must submit a copy of the following documents per 2016 Revised IRR of R.A. 9184: valid **PhilGEPS Certificate/Registration Number, Mayor's/Business Permit, Omnibus Sworn Statement with Secretary Certificate (for Corporate and Partnership), and Latest Income/Business Tax Return.**
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	VAT Taxpayer	Non-VAT Taxpayer
Expanded Withholding TAX	2%	2%
Gross Money Payment	5%	3%
<b>TOTAL</b>	<b>7%</b>	<b>5%</b>

QUOTED BY:

\_\_\_\_\_  
Signature Printed Name Position

**TERMS OF REFERENCE****I. PROJECT TITLE:**

2020 Vaccination Program for all PRA Officials, Employees & Contract of Service

**II. IMPLEMENTATION DATE:**

September 2020

**III. NUMBER OF PAX & LOCATION:**

1. PNEUMONIA CONJUGATE 13 VALENT – 186 (PRA Head Office)
2. INFLUENZA VACCINE QUADRIVALENT – 186 (PRA Head Office)

**IV. INCLUSIONS:**

1. Conjugate 13 Valent Pneumonia Vaccine
2. Quadrivalent Influenza Vaccine
3. Administration Services Package

**V. SPECIFICATIONS:**

	<b>Vaccine</b>	<b>Description</b>	<b>Dosage</b>	<b>Qty.</b>	<b>Price</b>	<b>Total</b>
1	<b>PNEUMONIA CONJUGATE 13 VALENT</b>	Immunization for the prevention of pneumococcal bacterial infection.	single dose for adult	186	Php 3,500.00	Php 651,000.00
2	<b>INFLUENZA VACCINE QUADRIVALENT</b>	Immunization for the prevention of influenza disease caused by the influenza virus types A and B contained in the vaccine.	single dose for adult	186	Php 715.00	Php 132,990.00

	<b>Description</b>	<b>Inclusions</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Total</b>
3	<b>ADMINISTRATION SERVICES</b>	<ul style="list-style-type: none"> <li>• Pre-Vaccination Survey forms</li> <li>• Vaccination activity done at the PRA most convenient time &amp; venue</li> <li>• Agreed ratio of professionals versus patients to comply with distancing and protocols to reduce spread of virulent</li> </ul>	372	Php 150.00	Php 55,800.00

		<ul style="list-style-type: none"> <li>• A vaccination team of dedicated &amp; highly skilled doctor &amp; nurses with proper PPE</li> <li>• Vaccines safely stored &amp; transported according to set standards</li> <li>• Cotton balls, Alcohol and vaccination record</li> <li>• Collection of vaccination waste and proper disposal</li> </ul>			
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**Grand Total**    PHP 839,790.00

**VI. REQUIREMENTS:**

1. Delivery of vaccines is at the PRA Head Office. Supplier must prepare vaccines within five (5) days upon receipt of the Notice to Proceed (NTP) and must coordinate with the PRA assigned officer regarding the screen test, delivery and implementation schedule.
2. Cold Chain Storage during delivery must be maintained.
3. Vaccinators shall be provided by the supplier. They must be licensed nurse(s) and should be under the supervision of a physician.
4. Supplier must submit photocopies of the PRC licenses of their vaccinator(s) and physician(s) a week before the implementation of the 2020 PRA Vaccination Program.
5. Supplier must be FDA accredited.
6. All vaccines should have Certificates of Product Registration from the FDA.
7. Expiration dates of vaccines must be at least six (6) months for Pneumonia Vaccines and at least one (1) year for Influenza Vaccines from the delivery date.
8. Supplier must provide individual immunization record card for each employee/personnel.
9. All materials (Ref thermometer, etc.), medical supplies (alcohol, cotton balls, syringe, etc.) and other necessary paraphernalia for the vaccination program shall be provided by the supplier.
10. Supplier is responsible for the disposal of all used materials and articles, especially the needles and syringes.
11. Below is the time frame for mass conduct of the 2020 PRA Vaccine Program:

<b>2020 PRA VACCINATION PROGRAM</b>	
<b><i>1<sup>st</sup> Week</i></b>	<b><i>Vaccination services at the PRA Head Office</i></b>
<b><i>2<sup>nd</sup> Week</i></b>	<b><i>Submission of the Vaccination Report</i></b>

12. The implementation dates shall be set as agreed by the supplier and the PRA.
13. A series of meetings between the PRA assigned officer and the supplier must be done before, during and after the Vaccination Program, and midway in writing the Vaccination Report.
14. Vaccination Report should be submitted in hard and soft copy to the PRA before the release of the Certificate of Completion.
15. Supplier shall submit a Vaccination Report based on the requirements of the PRA.

**VII. PROCURMENT PROCEDURE:**

Government Procedure Law R.A. 9184.

**VIII. TOTAL BUDGET ESTIMATE\*:**

Eight Hundred Forty Thousand Pesos (Php 840,000.00) \*inclusive of taxes

**IX. CONTACT PERSON:**

**SANCHO GLENN A. LASTIMOSA**  
**PHILIPPINE RECLAMATION AUTHORITY**  
 7F Legaspi Towers 200, 107 Paseo de Roxas, Makati City  
 Tel. No. (02) 459-5000 / +63 917 5878442

Prepared by:

Approved:  Disapproved:

  
**SANCHO GLENN A. LASTIMOSA**  
*Acting Division Manager – GSD*

**ATTY. JANILO E. RUBIATO**  
*General Manager & CEO*