



BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), requests the submission of quotations for the following requirements in accordance with the revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (RA 9184).

Item No.	Description	Quantity	Approved Budget for the Contract, inclusive of taxes
Supply and Delivery of Medicines, Medical and Dental Supplies			
<i>See Annex B for Technical Specifications</i>			
1	Medicines and Medical Supplies	1 lot	Php 350,000.00
2	Dental Supplies	1 lot	Php 450,000.00

Mode of Procurement	Negotiated Procurement – Small Value Procurement (Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184)		
Reference Number	AMP No. 2024-017		
Procurement Schedules	Advertisement	2 February 2024	
	Deadline to Submit Quotation	8 February 2024 10:00 A.M.	
Submission of Quotation	Manual	Procurement Division, 7 th Floor, The SEC Headquarters, 7907 Makati Ave., Salcedo Village, Brgy., Bel-Air, Makati City. Quotation (one copy only) shall be placed in an envelope with markings containing the following information: <i>Name of the Bidder</i> <i>Address of the Bidder</i> <i>Contact Information</i> <i>The Project (see Description Above) and Reference Number</i> <i>Deadline to Submit Quotation</i>	
	Electronic	Electronic submission shall be made through email at iatorresjr@sec.gov.ph	
Delivery Schedule	Fifteen (15) calendar days upon receipt of the Purchase Order/Notice to Proceed		

Delivery Place	The SEC Headquarters, 7907 Makati Ave., Salcedo Village, Brgy., Bel-Air, Makati City.
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Interested suppliers are required to submit the following documents on or before the deadline:

1. **Price Quotation** (use Annex A); and
2. Technical Specifications and Other Requirements (Annex B)
3. Company's License to Operate (LTO) from Food and Drug Administration (FDA);
4. Medicine's Certificate of Product Registration (CPR) from FDA; and
5. Company's Current Good Manufacturing Practice (CGMP).

In the event that the national or local government declares suspension of work by reason of fortuitous event or an event beyond the control of the SEC, the deadline to submit quotation is automatically moved to the next working day, same time and place of submission.

Quotations exceeding the Approved Budget for the Contract shall be disqualified.

The bidder with the single or lowest calculated and responsive quotation, or the awardee, shall be required as condition for the issuance of Notice of Award the submission of the following, unless the requirements were already submitted as part of the quotation or were previously submitted as part of another bid:

1. Valid Mayor's/Business Permit;
2. PhilGEPS Registration Number;
3. Omnibus Sworn Statement with attached duly Notarized Secretary's Certificate/Special Power of Attorney [*for projects with ABC above Php 50,000.00*]; and
4. Latest Income Tax Return [*for projects with ABC above Php 500,000.00*].

Notes:

- a. *Certificate of Platinum Membership may be submitted in lieu of the document numbers 1 and 2.*
- b. *Editable file copies of the Omnibus Sworn Statement and the Secretary's Certificate/Special Power of Attorney may be downloaded from the link: <https://www.sec.gov.ph/procurement/prescribed-templates/>.*

The following are the terms and conditions of this RFQ:

1. Sub-contracting is not allowed.
2. Bidders who have been determined to have unsatisfactory performance in any government contract may be disqualified from award.
3. Prices quoted shall be valid for a period of thirty (30) calendar days from the date of the opening of bids.
4. Price quotations shall be in Philippine peso and shall include all applicable taxes and/or levies.
5. Award of contract shall be made to the Single/Lowest Calculated and Responsive Quotation (for goods and infrastructure) or the Highest Rated and Responsive Quotation (for consulting services).
6. In case two or more bidders are determined to have submitted the Lowest Calculated and Responsive Quotations or Highest Rated and Responsive Quotations, the rules on Tie-Breaking as provided under the existing rules shall be observed to arrive at the S/LCRQ or HRRQ.
7. 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.

8. The goods or services item/s shall be delivered according to the accepted technical proposal specified in the Notice of Award.
9. Brand of the offer, if required, should be indicated as part of the bid. Non-indication of the brand may be considered as ground for disqualification. Sample, if required, shall also be submitted as part of the quotation. Non-submission of sample may be considered as ground for disqualification.
10. SEC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
11. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with the existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be to the contractor's account.
12. 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 for day of delay. The SEC shall rescind the contract once the commutative 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.
13. The SEC reserves the right to reject any and all quotations, declare a failure of bidding, or not award the contract without thereby incurring any liability to the affected bidder or bidders.



ARMANDO A. PAN, JR.
Chairman
/s/

PRICE QUOTATION FORM
Reference No. AMP No. 2024-017

Date: _____

The Chairman
BIDS AND AWARDS COMMITTEE
Procurement Division, 7th Floor
The SEC Headquarters, 7907 Makati Ave.,
Salcedo Village, Brgy., Bel-Air, Makati City.

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price proposal for the lot identified below:

Item No.	Technical Specifications/ Terms of Reference / Description	Unit Price	Total Price (inclusive of all taxes)
Supply and Delivery of Medicines, Medical and Dental Supplies			
See Annex B for <i>Technical Specifications</i>			
1	Medicines and Medical Supplies	Php _____	Php _____
2	Dental Supplies	Php _____	Php _____
TOTAL			Php _____

AMOUNT IN WORDS:

This project having several items shall be awarded as separate contracts per item. Quotation per item should not exceed the approved budget for the contract (ABC) per item.

Brand and/or Model of the item being Offered:

Item No. 1. Medicines and Medical Supplies

Item	Description	Brand and / or Model
1	CO – AMOXICLAV 625 mg 14's	
2	CEFUROXIME 500 mg. caps 60's	
3	ATORVASTATIN 20 mg. tabs 100's	
4	PARACETAMOL 500 mg. tabs 500's	
5	CIPROFLOXACIN 500 mg.tabs. 100's	
6	PHENYLPROPANOLAMINE+PARACETAMOL tabs. 100's	
7	LEVOCETIRIZINE Dihydrochloride 5 mg. caps 100's	
8	MONTELUKAST/LEVOCETIRIZINE 10/5 mg. 30's	
9	MEFENAMIC ACID 500 mg. cap. 100's	
10	METHYLSALICYLATE tube 30 gms.	
11	OMEPRAZOLE 20 mg.caps. 100's	
12	EPERISONE HCL 50 mg. 100's	
13	ETORICOXIB 90 mg. tabs. 30's	
14	HYDROTALCITE MAGNESIUM HYDROXIDE DIMETHECONE tabs. 100's	
15	LOSARTAN 50 mg.tabs. 30's	
16	METFORMIN 500 mg.tabs. 100's	
17	SODIUM RABEPRAZOLE 10 mg. 14's	
18	AMLODIPINE 5mg. 100's	
19	BETAHISTINE HCL 8 mg. 100's	
20	BETAHISTINE HCL 16 mg. 100's	
21	LORATADINE + BETAMETHASONE 100'S	
22	FENOFIBRATE 200 mg. 50's	
23	ACETYLCYSTEINE 600 mg. 10's	
24	CELECOXIB 200 mg. tabs. 100's	
25	SODIUM ALGINATE, SODIUM BICARBONATE, CALCIUM CARBONATE oral solution 24's	
26	FEBUXOSTAT 40 mg. 30'S	
27	CLOBETASOL CREAM 5 grams.	
28	CARBENOXOLONE SODIUM 5 grams.	
29	ASCORBIC ACID 500 mg. 100's	
30	BENZYLAMINE HYDROCHLORIDE tab	
31	FUSIDIC ACID OINTMENT 5 grams.	
32	ONE TOUCH ULTRA STRIPS bot. 25's	
33	KN95 MASKS 50's	

Item No. 2 Dental Supplies

Item	Description	Brand and / or Model
1	Disposable Bibs 3ply 100's	
2	Disposable saliva ejectors 100's	
3	surgical face masks 50's	

4	gloves small (powder free)	
5	Chlorhexidine Gluconate .20% Oral rinse 500ml	
6	mouthwash 500ml	
7	surgical aspirator tip	
8	surgical suction tip	
9	sterilization pouch 5 ¼"x 10"	
10	sterilization pouch 3 ½" x 10"	
11	cotton rolls	
12	micro applicators 100's (regular)	
13	prophy brushes 100's	
14	37% phosphoric acid etchant gel	
15	prophy paste 50gm	
16	single bond universal adhesive 5ml	
17	articulating paper	
18	finishing strip	
19	celluloid strip	
20	stainless toffemire matrix bands 12's #1	
21	stainless toffemire matrix bands 12's #2	
22	paper cups 8oz 50's	
23	desensitizer	
24	lidocaine ointment 5%	
25	Light-cured cavity liner	
26	Light-cured Glass ionomer cement base	
27	IRM interim restorative material	
28	Glass ionomer I (luting) powder liquid set	
29	calcium hydroxide light cured	
30	super snap polishing disc kit	
31	prophy cup	
32	Light-cure flowable composite A2	
33	Light-cure flowable composite A3	
34	Light-cure flowable composite A3.5	
35	dental anesthetic cartridge	
36	resorbable suture 3-0	
37	rubber dam clamp	
38	rubber dam sheet	
39	Light-cure composite A2	
40	Light-cure composite A3	
41	Light-cure composite A3.5	
42	Light-cure composite B2	
43	long needle	
44	short needle	
45	Rubberdam frame	
46	Push type 2 holes highspeed handpiece	

(All offers should be branded)

The above-quoted price is inclusive of all costs and applicable taxes. In case of discrepancy between the amount in figures and the amount in words, the latter shall prevail.

Very truly yours,

Authorized Representative

Signature: _____

Printed Name: _____

Company Name: _____

Contact Number: _____

e-Mail Address: _____

TECHNICAL SPECIFICATIONS AND OTHER REQUIREMENTS

Item No. 1 Medicines and Medical Supplies

Item	Quantity	Description
1	40 boxes/semester	CO – AMOXICLAV 625 mg 14's
2	6 boxes/semester	CEFUROXIME 500 mg. caps 60's
3	12 boxes/semester	ATORVASTATIN 20 mg. tabs 100's
4	9 boxes/semester	PARACETAMOL 500 mg. tabs 500's
5	4 boxes/semester	CIPROFLOXACIN 500 mg.tabs. 100's
6	10 boxes/semester	PHENYLPROPANOLAMINE+PARACETAMOL tabs. 100's
7	5 boxes/semester	LEVOCETIRIZINE Dihydrochloride 5 mg. caps 100's
8	10 boxes/semester	MONTELUKAST/LEVOCETIRIZINE 10/5 mg. 30's
9	10 boxes/semester	MEFENAMIC ACID 500 mg. cap. 100's
10	2 tubes/semester	METHYLSALICYLATE tube 30 gms.
11	5 boxes/semester	OMEPRAZOLE 20 mg.caps. 100's
12	3 boxes/semester	EPERISONE HCL 50 mg. 100's
13	3 boxes/semester	ETORICOXIB 90 mg. tabs. 30's
14	3 boxes/semester	HYDROTALCITE MAGNESIUM HYDROXIDE DIMETHECONE tabs. 100's
15	7 boxes/semester	LOSARTAN 50 mg.tabs. 30's
16	3 boxes/semester	METFORMIN 500 mg.tabs. 100's
17	15 boxes/semester	SODIUM RABEPRAZOLE 10 mg. 14's
18	6 boxes/semester	AMLODIPINE 5mg. 100's
19	2 boxes/semester	BETAHISTINE HCL 8 mg. 100's
20	2 boxes/semester	BETAHISTINE HCL 16 mg. 100's
21	4 boxes/semester	LORATADINE + BETAMETHASONE 100'S
22	2 boxes/semester	FENOFIBRATE 200 mg. 50's
23	24 boxes/semester	ACETYLCYSTEINE 600 mg. 10's
24	6 boxes/semester	CELECOXIB 200 mg. tabs. 100's
25	10 boxes/semester	SODIUM ALGINATE, SODIUM BICARBONATE, CALCIUM CARBONATE oral solution 24's
26	10 boxes/semester	FEBUXOSTAT 40 mg. 30'S
27	8 tubes/semester	CLOBETASOL CREAM 5 grams.
28	10 tubes/semester	CARBENOXOLONE SODIUM 5 grams.
29	12 boxes/semester	ASCORBIC ACID 500 mg. 100's
30	100 pcs/semester	BENZYDAMINE HYDROCHLORIDE tab
31	5 pcs/semester	FUSIDIC ACID OINTMENT 5 grams.
32	6 bots/semester	ONE TOUCH ULTRA STRIPS bot. 25's
33	10 boxes/semester	KN95 MASKS 50's

Item No. 2 Dental Supplies

Item	Quantity	Description
1	15 packs	Disposable Bibs 3ply 100's
2	12 packs	Disposable saliva ejectors 100's
3	20 boxes	surgical face masks 50's
4	30 boxes	gloves small (powder free)

5	15 bottles	Chlorhexidine Gluconate .20% Oral rinse 500ml
6	15 bottles	mouthwash 500ml
7	5 packs	surgical aspirator tip
8	5 packs	surgical suction tip
9	10 boxes	sterilization pouch 5 ¼"x 10"
10	20 boxes	sterilization pouch 3 ½" x 10"
11	10 packs	cotton rolls
12	6 boxes	micro applicators 100's (regular)
13	10 packs	prophy brushes 100's
14	15 tubes	37% phosphoric acid etchant gel
15	24 tubes	prophy paste 50gm
16	12 bottles	single bond universal adhesive 5ml
17	5 boxes	articulating paper
18	6 packs	finishing strip
19	10 packs	celluloid strip
20	12 packs	stainless tofflemire matrix bands 12's #1
21	12 packs	stainless tofflemire matrix bands 12's #2
22	30 packs	paper cups 8oz 50's
23	7 bottles	desensitizer
24	10 bottles	lidocaine ointment 5%
25	10 syringes	Light-cured cavity liner
26	4 syringes	Light-cured Glass ionomer cement base
27	2 packs	IRM interim restorative material
28	2 packs	Glass ionomer I (luting) powder liquid set
29	5 syringes	calcium hydroxide light cured
30	10 kits	super snap polishing disc kit
31	5 packs	prophy cup
32	2 syringes	Light-cure flowable composite A2
33	5 syringes	Light-cure flowable composite A3
34	5 syringes	Light-cure flowable composite A3.5
35	10 boxes	dental anesthetic cartridge
36	3 boxes	resorbable suture 3-0
37	4 pieces	rubber dam clamp
38	3 boxes	rubber dam sheet
39	5 syringes	Light-cure composite A2
40	9 syringes	Light-cure composite A3
41	3 syringes	Light-cure composite A3.5
42	2 syringes	Light-cure composite B2
43	5 boxes	long needle
44	5 boxes	short needle
45	1pc	Rubberdam frame
46	2pcs	Push type 2 holes highspeed handpiece

Green Specifications: Outer box/Carton box must be 100% recycled fiber, or must be recyclable in the Philippines.