Email: universitypresident@minsu.edu.ph Website: www.minsu.edu.ph

Mobile: +63 977 846 72 28



## **REQUEST FOR QUOTATION**

### SUPPLY AND DELIVERY OF DRUGS AND MEDICINES FOR THE UNIVERSITY CLINIC OF MINSU MAIN CAMPUS

PR No.: PR25-0090 RFQ No. 2025-067

ABC Amount: Php100,000.00

Company Name	:
Address :	

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_\_ in the address stated in the last page.

CIEDELLE PIOL-SALAZAR, J.D., Ph.D.

BAC Chairperson

Note:

- 1. All entries must be typewritten.
- 2. Delivery Period within \_\_\_\_calendar days.
- 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
- 4. Price validity shall be a period of 30 calendar days.
- 5. G-EPS Registration Certificate shall be attached upon submission of the Quotation.
- 6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
- 7. Mode of delivery: [ ] Pick-up (Schedule) [ ] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	bottles	Aceite De Manzanilla 60ml	24		
2	tablets	Ascorbic Acid 500 mg	1050		
3	boxes	Band Aid	25		
4	boxes	Butamirate Citrate 50mg by 100's	2		
5	pieces	Camphor, Menthol Eucalyptus Oil 10g	36		
6	tablets	Cefuroxime 500mg	200		
7	tablets	Celecoxib 400mg	200		
8	boxes	Clindamycin HCl 300mg	1		
9	tubes	Clobetasole Ointment 5g	10		
10	boxes	Cloxacillin 500mg by 100's	2		
11	boxes	Co Amoxiclav 625mg	300		
12	boxes	Deualinium Chloride	5		
		Dichlorobenzyl Alcohol Amylmetacresol Ascorbic			
13	sachets	Acid by 2's	200		
14	boxes	Domperidone 10mg by 100's	2		
15	bottles	Efficascent Oil 60ml	24		
16	boxes	Ferrous SO4 60mg by 100's (individually packed)	10		
17	tablets	Hyoscine N-Butyl Bromide 10mg	300		
18	bottles	Hydrogen Peroxide 120ml	36		
19	bottles	Hexetidine 250ml	6		
20	boxes	Loperamide 2mg by 100's	4		
21	boxes	Loratadine 10mg by 100's	10		
22	boxes	Mefenamic Acid 500mg tablets by 100's	3		
23	tubes	Mupirocin Ointment 5g	6		
24	bottles	Methyl Salycilate Camphor + Menthol 30ml	40		
25	boxes	Omeprazole Inhibita 40mg by 100's	2		
26	bottles	Povidone Iodine 7.5ml	48		
27	bottles	Povidone Iodine 15ml	36		
28	tablets	Paracetamol Propyphenazone Caffeine	300		
29	tablets	Prednisone 5mg	200		
30	boxes	Vitamin B1 B2 B12 by 100's	2		

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Date



XV	ZVXVXVXVXVXVXVXVXVXVXVX
	TOTAL
After having carefully read and accepted your General Condition, I / We quote	you on the item at prices noted above
	Supplier's Signature over Printed Name
	TIN No. of Establishment
	Contact Number

#### **General Conditions**

- Quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) Office, Mindoro State University
   -Main Campus, Alcate, Victoria, Oriental Mindoro, Philippines on the date and time stated in this RFP.
- 2. Supplier shall submit the following requirements:
  - a. Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
  - b. PhilGEPS Registration
  - c. Valid Mayor's/Business Permit
  - d. Omnibus Sworn Statement
  - e. BIR Certificate of Registration
  - f. Latest Income/Business Tax Return
  - g. TAX Clearance
  - h. DTI Registration/SEC Certificate
  - i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

Price validity shall be 30 calendar days from the deadline of submission of quotation.

#### Ocular Inspection

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

# Award

The supplier that submitted the lowest calculated responsive quotation, and passed the inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

### **Evaluation of Quotations**

Quotations shall be compared and evaluated of the basis of the following criteria:

- 1. Completeness of Submission
- 2. Compliance with Item & Description Requirements
- 3. Price

### Instructions

- 1. Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
- Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the
  time called for in the award, purchase order, or contract shall be disqualified from participating in MinSU or any of MinSU campuses
  future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A
  against the supplier.
- 3. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
- 4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

### Liquidation Damages

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the purchased goods/services/equipment.

## Warranty

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.

### Payment

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.

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