

# Office of the Vice President of the Philippines

## REQUEST FOR QUOTATION

**Reference No.:** 2020-067A  
**Posting Date:** June 1, 2020

The Office of the Vice President (OVP), through its Administrative Division, will undertake a Small Value Procurement for the Project "*Supply and Delivery of Influenza Vaccines*" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Supply and Delivery of Influenza Vaccines  
Approved Budget : One Hundred Forty Seven Thousand Pesos (P147,000.00)  
for the Contract  
Specifications : Please see attached Annex "A"  
Delivery Address : 7<sup>th</sup> Floor Ben Lor Building, 1184 Quezon Avenue, Quezon City

Interested suppliers are required to submit the following documents:

1. Valid and current Mayor's/Business Permit;
2. Latest Income Tax Return;
3. Original and Notarized Omnibus Sworn Statement;
4. Compliance to the Technical Specifications (Annex "A"); and
5. Accomplished Price Quotation Form (Annex "B").

Use of forms other than the attached OVP prescribed Price Quotation Form and Technical Specifications is not acceptable.

Submission of quotation and eligibility documents is on or before 9:00 a.m. June 4, 2020 at the Property and Procurement Unit, 7<sup>th</sup> Floor, Ben-Lor Building, 1184 Quezon Avenue, Quezon City. Submission of quotation and eligibility documents may be done manually, through facsimile at telefax no. 370-1716 local 129, or via email at bacsecretariat@ovp.gov.ph.

The OVP reserves the right to accept or reject any price quotation, to annul the procurement process, and to reject all price quotation at any time prior to contract award, without thereby incurring any liability to affected bidder/s or any person.

For inquiries, you may contact us at telephone number 370-1724 local 128 to 129.

  
**SOFA C. YANTO-ABAD**  
BAC Chairperson

### TECHNICAL SPECIFICATIONS

Bidders must state "**Comply**" in the column "Statement of Compliance" against each of the individual parameters of each "Requirement." Please do **not** just place check in the bidder's "Statement of Compliance."

Requirement	Statement of Compliance
<b>Influenza Vaccine</b> <ul style="list-style-type: none"> <li>• Quadrivalent Influenza 2020</li> <li>• Vaccine type A &amp; B subvirion</li> <li>• Southern Hemisphere WHO recommended</li> <li>• 4 strain</li> </ul>	
Inclusive of proper storage of vaccines.	
Expiration of the vaccines to be delivered should not be less than 1 year from the manufacturing date and not be less than 6 months upon delivery to OVP.	
Valid and current Certificate of Product Registration (CPR) issued by the Philippine Food and Drug Administration (PFDA)	
Valid and current License to Operate (LTO) as medical device importer/ wholesaler issued by PFDA. Provided that in case of expired LTO, the application for renewal was made timely as per PFDA Circular No. 2011-004. In case of expired LTO, the following may be submitted: <ol style="list-style-type: none"> <li>1. Expired LTO</li> <li>2. Application for Renewal</li> <li>3. Official Receipt as proof of payment for the renewal of LTO</li> </ol>	
Supplier must be able to deliver on before June 10, 2020	
Delivery Site: 7 <sup>th</sup> floor Ben Lor Building, 1184 Quezon Avenue, Quezon City	

I hereby certify to comply and deliver all the above Technical Specification.

\_\_\_\_\_  
Name of Company/Bidder

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

\_\_\_\_\_  
Date

## PRICE QUOTATION FORM

\_\_\_\_\_  
Date

**The Administrative Division**

Office of the Vice President  
7<sup>th</sup> Floor, Ben-Lor Building  
1184 Quezon Avenue, Quezon City

**Sir/Madam:**

(1) After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ), hereunder is our quotation/s for the item/s as follows:

Project	Item Description	Quantity	Unit	Unit Price	Total Price
<b>Supply and Delivery of Influenza Vaccines</b>	Influenza Vaccines	213	pc		
	Total (inclusive of VAT)				

(2) We undertake to deliver above service per technical specifications; and

(3) We agree to abide by this quotation/bid for a period of sixty (60) days after the date of deadline of submission specified in your RFQ.

(Amount in Words)

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

Very truly yours,

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Contact Number