

ZAMBOANGA CITY WATER DISTRICT

**REQUEST QUOTATION FORM
NEGOTIATED PROCUREMENT (SMALL VALUE)**

Zamboanga City
Tel. No. (062) 991-1556-57

Date prepared : 01/15/2025
PR No.: 25-0003 Dated: 01/02/2025

SUPPLIER: _____
ADDRESS: _____
CONTACT PERSON: _____
CONTACT NUMBER: _____

Please submit your quotation to the Zamboanga City Water District on or before **2:00 P.M. January 21, 2025**

Upon receipt of the Purchase Order, you are requested to deliver the item(s) quoted to the ZCWD Property Section at Pasonanca or to the delivery point specified in the Purchase Order. Penalties may be imposed for delays in the delivery beyond the delivery period and your company may be excluded from participating in future biddings. ***Pls. REFER TO THE ATTACHED "INSTRUCTION TO BIDDERS" for your guidance.***

| ITEM NO. | DESCRIPTION/SPECIFICATION | QTY | UNIT | UNIT COST | BRAND & MODEL OFFERED |
|----------|---|-----|------|-----------|-----------------------|
| 1 | Professional Services for Retainer Physician 1. The retainer physician shall provide professional medical services for ZCWD employees and job order workers and will be based and hold clinic at ZCWD Main Office, Pilar Street, Zamboanga City. 2. The Retainer Physician shall have the following responsibilities: a.) Report twice a week with two (2) hours per duty. If the Retainer Physician fails or will be unable to report for work, he/she shall inform the Human Resource Department thru writing the reason of such and include the day for the cover up consultation at least one (1) day before the scheduled consultation. Cover up day must be within the same week; b.) Conduct periodic examinations of all regular employees including the annual physical examination, transfer or exit physical examinations or any other examinations or any other emergency; c.) Provide inputs to the ZCWD related health programs including but not limited to: i. Disaster & Emergency Preparedness & Management Response Team. ii. Management of occupational illness or injury iii. Vaccination Programs iv. Health related trainings, lectures, or orientations. d.) Provide outpatient medical services to ZCWD employees and job order workers such as consultation and diagnosis and the prescription of medications within the scope of the professional, ethical, and legal standards of the Philippine Medical Profession; e.) Assist in the management of the selection of medicines , medical supplies & equipment consistent with needs of the establishments & its employees with the consideration for cost & control; f.) Coordinate with other health care professionals and/or agencies such as City Health Office for reportable diseases and other medical cases that require further referral of the employees and job order workers to such health care professionals and/or agencies; g.) If needed, prescribe the appropriate medication, laboratory tests or other diagnostic procedures for the proper diagnoses or treatment of any occupational illness or injury of employees; h.) Supervise medical activities such as diagnosis and treatment of occupational illness and injuries of employees; i.) If necessary, provide referrals for the further treatment or diagnoses of employee’s medical conditions to reputable hospitals and/or physicians; j.) Conduct evaluation on employee’s ability to return to work following an illness or injury and advise management of changes in the employee’s capabilities to work so that work accommodations can be appropriately reviewed and revised; k.) Attend to the medical needs of employees and job order workers currently engaged by the ZCWD suffering from work-related illnesses or injury due to work related accidents; and i.) If requested by ZCWD to participate in the ZCWD’s medical mission, the Retainer Physician shall be compensated equivalent to four (4) hours consultation per day of medical mission. | 1 | Lot | | |

TOTAL CONTRACT PRICE =

I have the honor to submit our quotation for the above-specified item of which we have on stock except as specified.

SUPPLIER/REPRESENTATIVE
(Printed Name & Signature)

DATED

NOTE:

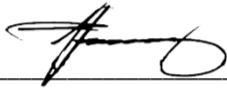
- 1 Register your bids to the BAC Secretariat before dropping the bid in the bidding box.
- 2 Contract Period: **February 01, 2025 to December 31, 2025**

- 3 Warranty Period: 3 Months for Expendable supplies after acceptance by the procuring entity.
- 4 Price Validity: 120 C.D.
- 5 If applicable, the BAC may require the bidder to submit un-amended sales literature, brochure, shop drawing or samples. Non-submission of which may be a ground for disqualification. In case the bidder failed to submit the aforementioned requirements, then the product being offered by the winning bidder shall be subjected to inspection pursuant to RA 9184 and its IRR and Government Procurement Manual (GPM Vol. 2) and pertinent COA regulations on technical inspection and acceptance procedures by the procuring entity's authorized inspectors.
- 6 Payment Terms: NO COD
- 7 All erasure must be initialed to avoid disqualification.
- 8 Delivery Point:
- 9 Approved Budget Cost (ABC): P 275,000.00
- 10 The bidder is required to submit within 3 calendar days from the date of the bid opening the following requirements: Mayor's Permit/BIR Cert. of Registration, Philgeps Registration and Omnibus Sworn Statement. Failure to submit the required documents within the time frame may be a ground for disqualification. The bidder may also submit these documents together with its Request for Quotation (RFQ).
- 11 In case where an occurrence of a tie among bidders, BAC shall conduct drawing of lots in accordance with GPPB Circular 06-2005 dated August 05, 2005 and Appendix 11 of the 2016 RIRR of R.A. 9184.
- 12 All items must be quoted otherwise the bid shall be incomplete and non-complying.
- 13 For Bidding Results, please call BAC Secretariat at this number 991-1556 local 8127 and look Mr. Aaron O. Mas a day after the scheduled Bid Opening. You may also send us an e-mail at this address: bac@zcwd.gov.ph. Failure on your part to communicate with us will be taken as a waiver to be informed of the result.
- 14 Open quotations may be submitted, manually or through facsimile or email at the following: Fax nos. (062) 9550754/9927831 or Email Address: bac@zcwd.gov.ph
15. For NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT requiring Omnibus Sworn Statement, please submit original copy.

REMARKS/ ADDITIONAL INFORMATION _____

Prepared by:

Distributed by:



ATTY. VINCENT F. FERNANDEZ
CHAIRPERSON
BIDS AND AWARDS COMMITTEE