



REQUEST FOR PROPOSAL

Date: 21 December 2021

Reference: **RFP CO-21-0035SVP**

1. The **Philippine Institute of Traditional and Alternative Health Care Tacloban Herbal Pharmaceutical Processing Plant (PITAHC-THPPMP)** through its **Bids and Awards Committee (BAC)** invites interested bidders to submit a proposal, with the total Approved Budget for the Contract (ABC) in the total amount of **Four Hundred Fifty-Three Thousand One Hundred Fifty Pesos Only (PhP453,150.00) inclusive of VAT** for the procurement of the item/s stated below:

PITAHC 2021 APP Ref	PR Number	Item Description
5021299099	THPP-21-11-83	PROCUREMENT OF FILTERS FOR THE HEAT VENTILATING AIR CONDITIONING (HVAC) UNITS OF THE PITAHC-THPPMP (Per Lot Basis) ABC: 1 – Three Hundred Ninety-Nine Thousand One Hundred Pesos only (PhP399,100.00) 2 – Three Thousand Nine Hundred Pesos only (PhP3,900.00) 3 – Thirty-Five Thousand Four Hundred Pesos only (PhP35,400.00) 4 – Fourteen Thousand Seven Hundred Fifty Pesos only (PhP14,750.00)

2. Procurement shall be conducted through Small Value Procurement under Section 53.9 - Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the “*Government Procurement Reform Act*”.
3. The proposal must be duly signed by the bidder and must be submitted to the BAC Secretariat, PITAHC Building, Matapang St., East Avenue Medical Center Compound, Barangay Central, Quezon City or sent thru fax at (02) 8376-3067 or email at **bacpitahc@gmail.com**. The proposal shall be received until **27 December 2021**.
4. PITAHC reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. PITAHC further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
5. For any clarification, you may contact **Rodelio Mendez, Jr.** at telephone no. (02) 8376-3067

(Sgd)
DR. FRANCIS VICENTE S. RAS
Chairperson, PITAHC BAC



TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Delivery Schedule: **Thirty (30) calendar days** from receipt of Notice to Proceed.
3. Delivery Site: **PITAHC TACLOBAN HERBAL PHARMACEUTICAL PROCESSING AND MANUFACTURING PLANT (THPPMP), located at Barangay Bagacay, Tacloban City, Leyte**
4. Payment Term: **Fifteen (15) calendar days** from complete delivery.
5. Price proposal must be valid for a period of **thirty (30) calendar days** from the date of submission.
6. Price proposal to be denominated in **Philippine Peso**, include all taxes and duties and/or levies payable.
7. Proposals exceeding the ABC shall be automatically rejected.
8. The **award of contract** shall be made to the lowest calculated and responsive proposal which complied with the minimum technical specifications and other terms and conditions stated herein.
9. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of his/her duly authorized representative/s.
10. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. PITAHC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open.
11. The bidder must **submit a copy** of the following documents, **together with the proposals**, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
 - Valid and current Mayor's/Business Permit
 - Business/Income Tax Return for CY 2019/2020
 - Notarized Omnibus Sworn Statement by the prospective bidder in the new prescribed form as per GPPB Resolution No. 16-2020
 - PHILGEPS Registration Number (to be indicated in the Price Proposal Form)



PRICE PROPOSAL FORM

Date: _____

The Bids and Awards Committee

PITAHC Building, Matapang Street, East Avenue Medical Center Compound,
Barangay Central Quezon City

Sir/Madam:

After having carefully read and accepted the Terms and Conditions, I/we submit our proposal for the item as follows:

Item	Item Description	Qty	UOM	Total Price PhP	Total Price (VAT inclusive) In PhP	Compliance to Technical Specification	
						Yes	No
1	HEPA Filters for HVAC System Specifications: Model: FT-1206-AH5-010 Size: 1210mm x 600mm x 50 mm Efficiency 99.90% <i>(Please see attached picture)</i>	26	piece				
2	Pre Filter for HVAC System Pre Filters (Pleated, 30% Efficiency, Disposable) Size: 300 mm x 600 mm x 50 mm <i>(Please see attached picture)</i>	3	piece				
3	HEPA Filters for HVAC System Size: 480 mm x 810 mm x 100 mm <i>(Please see attached picture)</i>	2	piece				
4	Pre Filters for Water System Specifications: Slim, 20”s microns sediment <i>(Please see attached picture)</i>	50	piece				

Breakdown of Items:

Amount in Words: _____

The above-quoted price is inclusive of **all costs** and applicable taxes.

Very truly yours,

Signature : _____

Printed Name : _____

Date : _____

Company Name : _____

Contact Number : _____

PHILGEPS Registration Number: _____

HVAC System FILTERS for Liquid Line Facility



HEPA Filters
Specifications:
Model: FT-1206AH5-010
Size: 1210 mm x 610 mm x 50 mm
Efficiency: 99.90%

26 pieces



HVAC System FILTERS for Solid Form Facility



HEPA Filters for HVAC System
(Size: 480 mm x 810 mm x 100 mm)
L 480 mm x W 810 mm x D 100 mm

2 pieces

