



## REQUEST FOR PROPOSAL

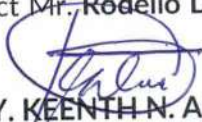
Date: 01 July 2024

Reference: RFP CO-24-030SVP

1. The **Philippine Institute of Traditional and Alternative Health Care (PITAHC)** through its **Bids and Awards Committee (BAC)** invites interested bidders to submit a proposal for the procurement of the item stated below with the total Approved Budget for the Contract (ABC) amounting to **Three Hundred Seventy-Three Thousand Nine Hundred Seventy-Three Pesos and 92/100 centavos (PhP373,973.92)** inclusive of all taxes, permits, licenses, and clearances:

PITAHC 2024 APP Ref	PR Number	Item Description
5060405003	24-06-0125	<b>SUPPLY, DELIVERY, AND INSTALLATION OF CCTV SYSTEM AND RELATED EQUIPMENT FOR THE PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE CENTRAL OFFICE</b> <i>(See Terms and Conditions for detailed requirements)</i>

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 bac@pitahc.gov.ph. The proposal shall be received until **05 July 2024, 12:00NN**.
4. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
- Valid and current Mayor's/Business Permit 2024
  - 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)*
5. 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.
6. For any clarification, you may contact **Mr. Rodelio D. Mendez Jr.** at telephone no. (02) 8282-8194 loc 542.

  
**ATTY. KEENTH N. ALMEÑE**  
Chairperson, PITAHC BAC



## OTHER TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Delivery Schedule: **Forty-Five (45) calendar days upon receipt of Notice to Proceed**
3. Delivery Site: **PITAHC Central Office**
4. Payment Term: **Process of payment to the service provider shall occur after the submission and completion of all the deliverables and outputs required for the project duly accepted by the end user.**
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 (PhP)**, include all taxes and duties and/or levies payable.
7. Proposals exceeding the ABC shall be automatically rejected.
8. As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, **bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.**
9. The **award of contract** shall be made to the single or lowest calculated and responsive proposal, which complied with the minimum technical specifications and other terms and conditions stated herein.
10. 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.
11. 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.





## 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 Description	Total Price (Exclusive of all costs, applicable taxes, and service charges:)	Total Price (Inclusive of all costs, applicable taxes, and service charges)
SUPPLY, DELIVERY, AND INSTALLATION OF CCTV SYSTEM AND RELATED EQUIPMENT FOR THE PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE CENTRAL OFFICE		

Amount in Words: LOT 1 \_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_



## TERMS AND CONDITIONS COMPLIANCE

Terms and Conditions	Compliance to Terms and Conditions / Technical Specifications (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
<b>SUPPLY, DELIVERY, AND INSTALLATION OF CCTV SYSTEM AND RELATED EQUIPMENT FOR THE PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE CENTRAL OFFICE</b>  <b>QUANTITY: 1 LOT</b>	Yes ( )	No ( )	
<b>I: PROJECT DESCRIPTION</b>  The project will involve the layout, cabling, installation, replacement, and provision of technical services of all PITAHC Central Office CCTV Cameras.	Yes ( )	No ( )	
<b>II: SCOPE OF WORKS</b>  The scope includes the layout, cabling, and installation of additional CCTV cameras in designated areas. This involves the replacement of specific cameras, along with the re-cabling of entire CCTV system. This will conclude with an On-site basic training, knowledge transfer and turn-over with User acceptance test and documentation.	Yes ( )	No ( )	





Republic of the Philippines  
**DEPARTMENT OF HEALTH**  
*Philippine Institute of Traditional and  
Alternative Health Care*



MINIMUM REQUIREMENT	Yes ( )	No ( )		
• Installation of 17 units Cameras				
• 13 dome 4mp & 4 bullet 4mp	Yes ( )	No ( )		
• Installation of Pole for 2 units Outdoor Cameras	Yes ( )	No ( )		
• Installation of 1 unit NVR (32 channels)	Yes ( )	No ( )		
• 2 units 8TB SATA Hard Disk Drive (HDD)	Yes ( )	No ( )		
• 5 units 8 port POE gigabit switch	Yes ( )	No ( )		
• 1 unit 16 port POE gigabit switch	Yes ( )	No ( )		
• UTP Cable (CAT 6)	Yes ( )	No ( )		
• Mounting of Camera	Yes ( )	No ( )		
• Termination of Cable	Yes ( )	No ( )		
• Tagging	Yes ( )	No ( )		
• Testing and Commissioning	Yes ( )	No ( )		
• Lay -Out of Pipes	Yes ( )	No ( )		
• Cable Pulling	Yes ( )	No ( )		
• Termination	Yes ( )	No ( )		
• CCTV Pole Installation	Yes ( )	No ( )		
• Tracing and LAN Testing of Existing	Yes ( )	No ( )		
• Panning and alignment of camera focus	Yes ( )	No ( )		
• Other related hardware materials and consumables	Yes ( )	No ( )		
• 1-year technical support for On-site, Call, SMS, Web, and Remote	Yes ( )	No ( )		
<b>III: WARRANTY:</b>				
MINIMUM OF ONE (1) YEAR WARRANTY FOR ALL HARDWARE PARTS AND SERVICE.	Yes ( )	No ( )		
<b>IV: ACCOUNTABILITIES:</b>				
The Management Services Division (MSD) IT staff will monitor the performance of the service provider.	Yes ( )	No ( )		



<p>Where the service provider refuses or fails to satisfactorily complete the work within the specified contract time, plus any time extension duly granted and is hereby in default under the contract, the service provider shall pay the procuring entity for liquidated damages, an amount as provided for in the conditions of contract, equal to at least one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay. To be entitled to such liquidated damages, the procuring entity does not have to prove that it has incurred actual damages. Such amount shall be deducted from any money due or which may become due the service provider the contract and/or collect such liquidated damages from the retention money or other securities posted by the contractor whichever is convenient to the procuring entity</p> <p>Non-compliance with the terms and conditions stated in the Terms of Reference is grounds for termination of the Contract Agreement.</p>	Yes ( )	No ( )		
<p><b>V: CONTRACT DURATION AND SCHEDULE</b></p> <p>forty-five (45) calendar days duration reckoned from the date of the Notice to Proceed (NTP). Any extension of contract time shall not involve any additional cost.</p>	Yes ( )	No ( )		
<p><b>VI: PAYMENT TERMS</b></p>				



Payment to the service provider shall occur after the submission and completion of all the deliverables and outputs required for the project duly accepted by the end user.	Yes ( )	No ( )		
<ul style="list-style-type: none"><li>As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, bidder shall submit a <b>Certificate of Satisfactory Completion/Performance</b> for those who have previous contracts with PITAHC, if applicable.</li></ul>	Yes ( )	No ( )		N/A ( )

Conforme:

_____	_____	_____
Name of the Authorized Representative	Name of Company	Date
And signature		



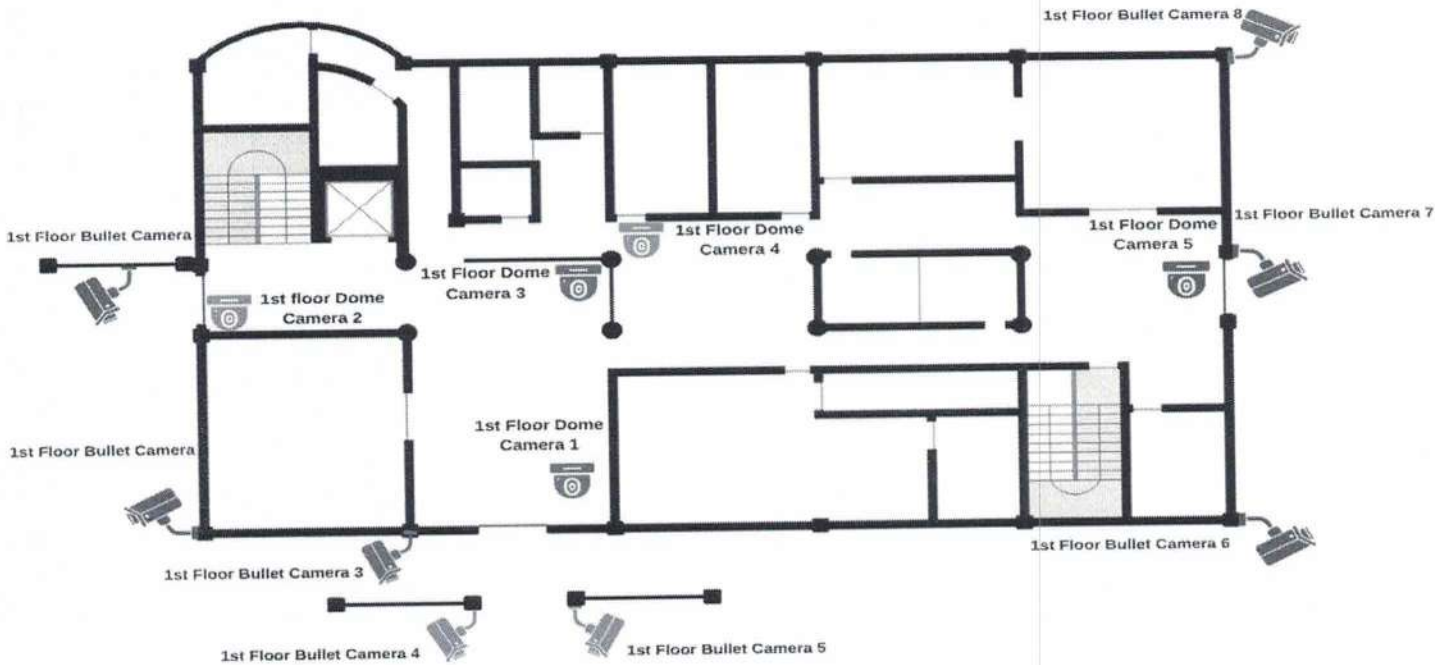


**PITAHC PROPOSED PLAN**

**Ground Floor Legend:**

- Red – For Replacement
- Blue – Retain
- Green – New Installation

\*Final Position and Location of the CCTV are still subject to change upon request by the end-user



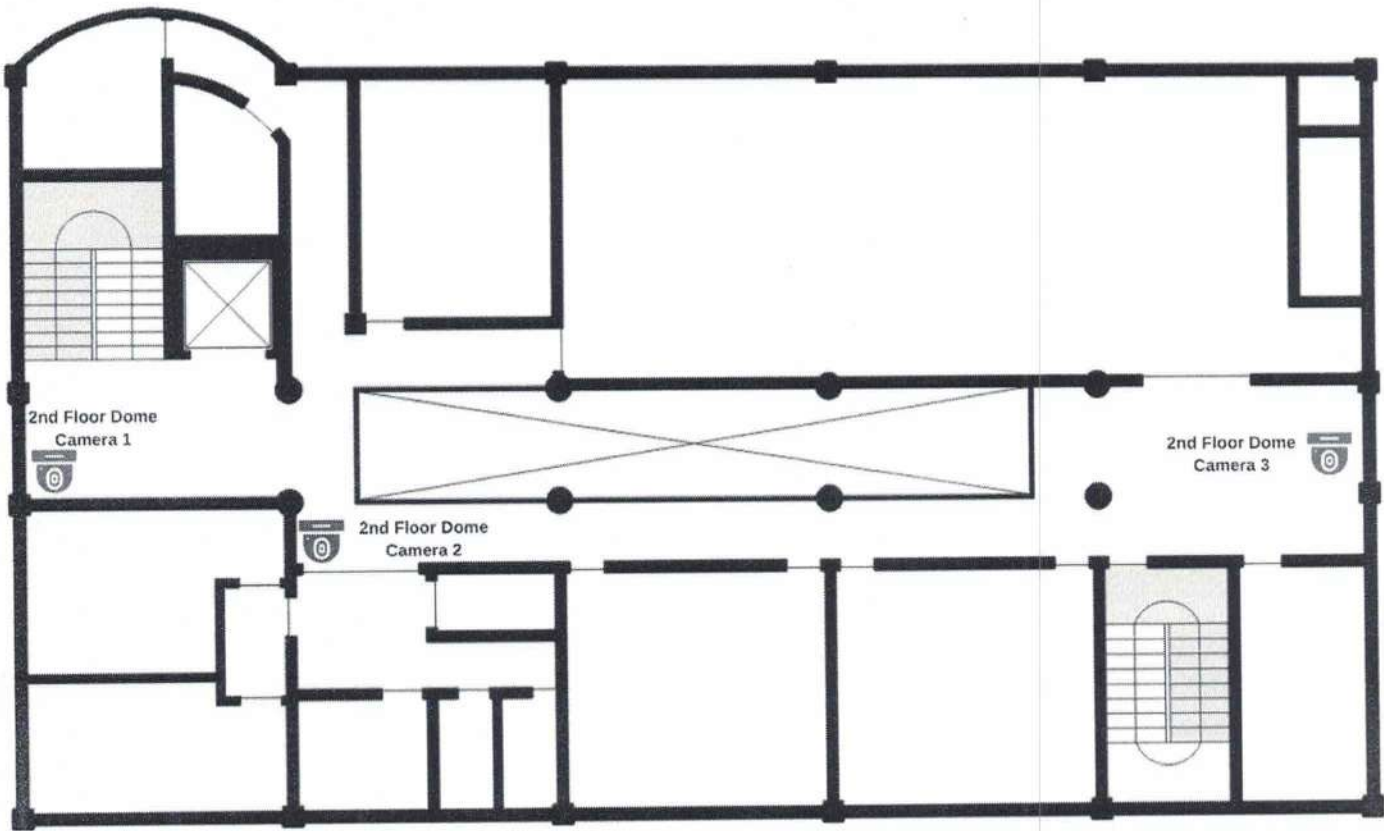




**2<sup>nd</sup> Floor Legend:**

- Red - For Replacement
- Blue - Retain

\*Final Position and Location of the CCTV are still subject to change upon request by the end-user

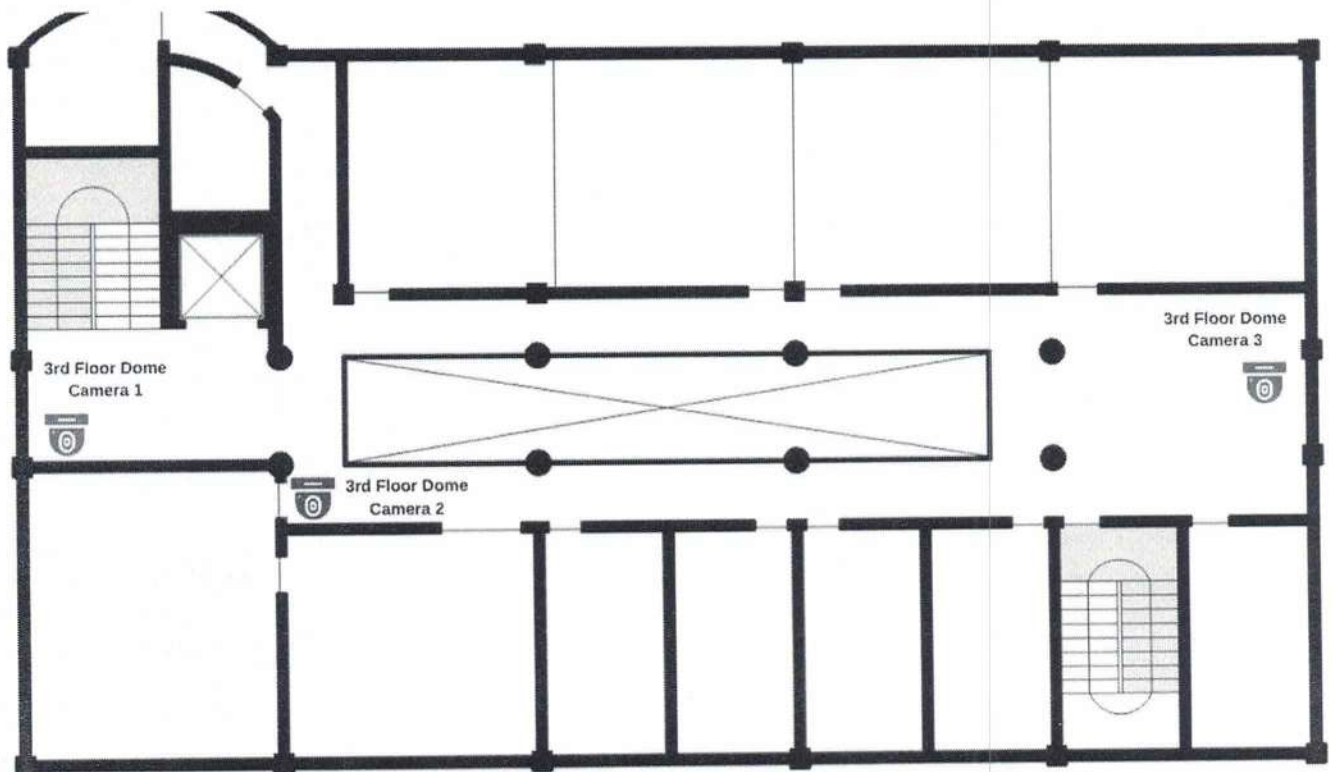




### 3<sup>rd</sup> Floor Legend:

- Red – For Replacement
- Blue – Retain

\*Final Position and Location of the CCTV are still subject to change upon request by the end-user

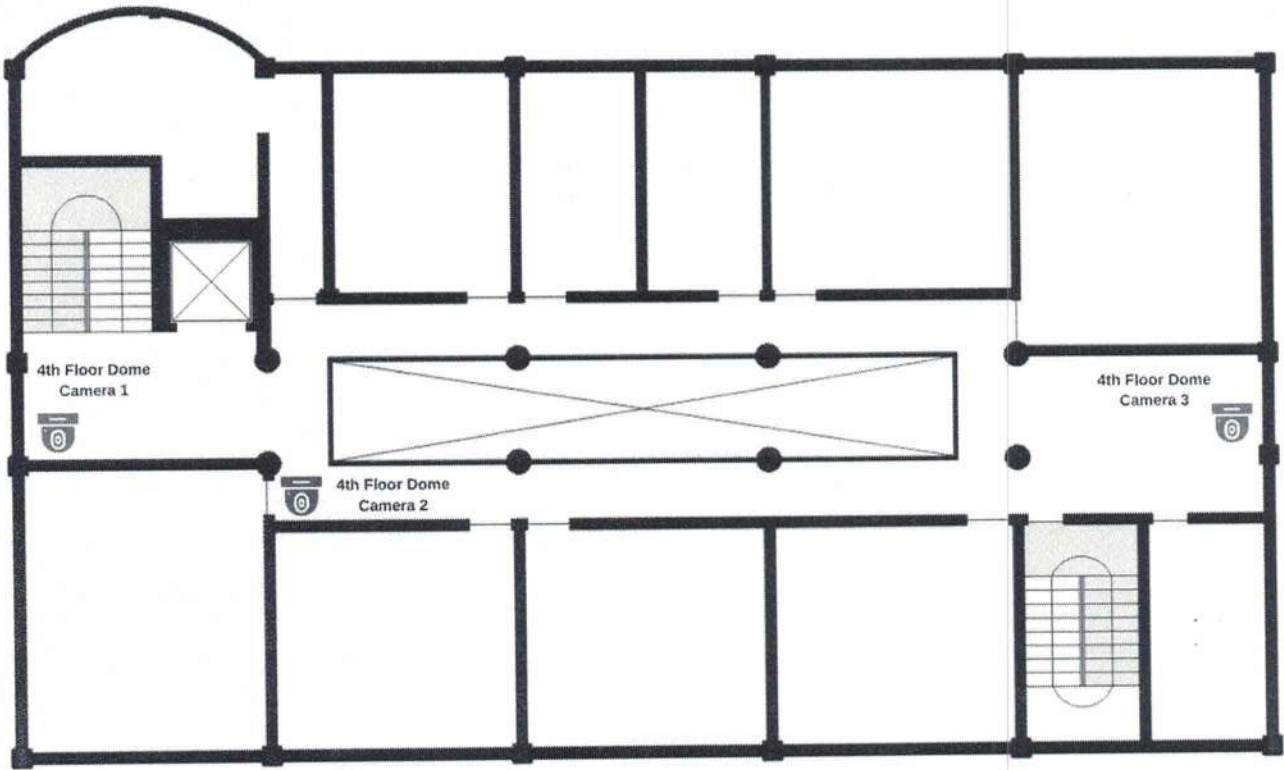




4<sup>th</sup> Floor Legend:

- Red - For Replacement
- Blue - Retain

\*Final Position and Location of the CCTV are still subject to change upon request by the end-user







**5<sup>th</sup> Floor Legend:**

- Red - For Replacement
- Green - New Installation

\*Final Position and Location of the CCTV are still subject to change upon request  
by the end-user

