



**REQUEST FOR PROPOSAL**

Date: 10 October 2024

Reference: **RFP CO-24-046SVP**

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 items stated below with the total Approved Budget for the Contract (ABC) amounting to **Four Hundred Eighty-Five Thousand Pesos (PhP485,000.00) inclusive of VAT and other applicable taxes:**

2.

PITAHC 2024 APP Ref	PR Number	Item Description
5021305099	24-09-0206	<b>SUPPLY AND DELIVERY OF ACUPUNCTURE SUPPLIES AND EQUIPMENT FOR THE SOE GOLD PRIZE WINNER, CHDs, HPPs, PITAHC-CENTRAL OFFICE</b>  LOT 1: MASSAGE TABLE - PHP140,000.00 LOT 2: ELECTRO-ACUPUNCTURE - PHP70,000.00 LOT 3: ACUPUNCTURE NEEDLES - PHP79,200.00 LOT 4: VENTOSA CUPS - PHP7,000.00 LOT 5: VENTOSA CUPPING SET - PHP46,200.00 LOT 6: HUMAN ACUPUNCTURE MODEL - PHP112,000.00 LOT 7: HUMAN EAR MODEL: PHP30,600.00 (See Terms and Conditions for detailed requirements)

3. 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”.
4. 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 **16 OCTOBER 2024, 12:00NN**.
5. The bidder must **submit a copy** of the **proposal**, including the following documents, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
- a. Valid and current Mayor’s/Business Permit 2024
  - b. Notarized Omnibus Sworn Statement by the prospective bidder in the new prescribed form as per GPPB Resolution No. 16-2020
  - c. PHILGEPS Registration Number (to be indicated in the Price Proposal Form)
6. 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.
7. 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*



## TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Delivery Schedule:  
  
    **45 calendar days upon receipt of Purchase Order (P.O), (items coming from abroad), or**  
  
    **15 calendar days upon receipt of Purchase Order (P.O), (items are locally available)**
3. Delivery Site: **PITAHC Central Office, Quezon City.**
4. Payment Term: **30 calendar days from the date of final inspection and acceptance of complete items.**
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 (VAT exclusive) (in PhP)	Total Price (VAT inclusive) (in PhP)
<b>SUPPLY AND DELIVERY OF ACUPUNCTURE SUPPLIES AND EQUIPMENT FOR THE SOE GOLD PRIZE WINNER, CHDs, HPPs, PITAHC-CENTRAL OFFICE</b>  <b>LOT 1: MASSAGE TABLE</b>  (AS PER THE TERMS AND CONDITIONS)		
<b>LOT 2: ELECTRO-ACUPUNCTURE</b>  (AS PER THE TERMS AND CONDITIONS)		
<b>LOT 3: ACUPUNCTURE NEEDLES</b>  (AS PER THE TERMS AND CONDITIONS)		
<b>LOT 4: VENTOSA CUPS</b>  (AS PER THE TERMS AND CONDITIONS)		
<b>LOT 5: VENTOSA CUPPING SET</b>  (AS PER THE TERMS AND CONDITIONS)		
<b>LOT 6: HUMAN ACUPUNCTURE MODEL</b>  (AS PER THE TERMS AND CONDITIONS)		
<b>LOT 7: HUMAN EAR MODEL</b>  (AS PER THE TERMS AND CONDITIONS)		

Amount in Words:

Lot 1 \_\_\_\_\_  
Lot 2 \_\_\_\_\_  
Lot 3 \_\_\_\_\_  
Lot 4 \_\_\_\_\_  
Lot 5 \_\_\_\_\_  
Lot 6 \_\_\_\_\_  
Lot 7 \_\_\_\_\_



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



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>LOT 1: MASSAGE TABLE</b>			
<b>Quantity:</b> 14 pieces	Yes ( )	No ( )	
<b>Specifications:</b> Covered with synthetic leather style vinyl	Yes ( )	No ( )	
<b>Material:</b> Metal Frame or stainless steel	Yes ( )	No ( )	
<b>Height:</b> 22-27 inches	Yes ( )	No ( )	
<b>Width:</b> 24-27 inches	Yes ( )	No ( )	
<b>Length:</b> 70 inches	Yes ( )	No ( )	
<b>Massage bed working weight:</b> 250 kilogram	Yes ( )	No ( )	
<b>with detachable face port and arm rest</b>	Yes ( )	No ( )	
<b>Other specifications:</b> With handle on the side of the bed for easy transport	Yes ( )	No ( )	
<b>Warranty:</b> Six (6) months on parts and labor	Yes ( )	No ( )	
<b>LOT 2: ELECTRO-ACUPUNCTURE</b>			
<b>Quantity:</b> 14 units	Yes ( )	No ( )	
<b>Specifications:</b> Six route output	Yes ( )	No ( )	
Multi pulse wave frequency	Yes ( )	No ( )	
Auto-timing switch	Yes ( )	No ( )	
<b>Inclusion:</b> 6 pieces self-adhesive wire and 1 charging plug	Yes ( )	No ( )	
<b>Warranty:</b> Six (6) months on parts and labor	Yes ( )	No ( )	



<b>LOT 3: ACUPUNCTURE NEEDLES</b>  <b>0.25 X 30mm, 1,000 pcs/box, with one guide tube per one pack of 10 needles</b>  <b>Quantity:</b> 24 boxes	Yes ( )	No ( )	
<b>0.25 x 40mm, 1,000 pcs/box, with one guide tube per one pack of 10 needles</b>  <b>Quantity:</b> 24 boxes	Yes ( )	No ( )	
<b>0.18-0.20 x 13-15mm, 1,000 pcs/box, with one guide tube per one pack of 10 needles</b>  <b>Quantity:</b> 24 boxes	Yes ( )	No ( )	
<b>LOT 4: VENTOSA CUPS</b>  <b>Quantity:</b> 14 set	Yes ( )	No ( )	
<b>Specifications:</b> Glass #4	Yes ( )	No ( )	
<b>Inner Diameter:</b> 48mm	Yes ( )	No ( )	
<b>Diameter:</b> 67mm	Yes ( )	No ( )	
<b>Height:</b> 85mm	Yes ( )	No ( )	
<b>5 Ventosa Cups per set</b>	Yes ( )	No ( )	
<b>LOT 5: VENTOSA CUPPING SET</b>  <b>Quantity:</b> 14 set	Yes ( )	No ( )	
30 cups per set	Yes ( )	No ( )	
With one (1) pistol grip hand pump	Yes ( )	No ( )	
<b>Packaging:</b> Artificial leathercarrying case	Yes ( )	No ( )	
<b>Warranty:</b> Six (6) months on parts and labor	Yes ( )	No ( )	
<b>LOT 5: HUMAN ACUPUNCTURE MODEL</b>  <b>Quantity:</b> 35 PIECES	Yes ( )	No ( )	
<b>With Muscle English acupuncture point</b>	Yes ( )	No ( )	
<b>Male</b>	Yes ( )	No ( )	
<b>50-60cm tall</b>	Yes ( )	No ( )	



<b>Warranty:</b> Six (6) months on parts and labor	Yes ( )	No ( )	
<b>LOT 6: HUMAN EAR MODEL</b> <b>Quantity:</b> 18 PIECES	Yes ( )	No ( )	
<b>English, 22 cm tall with stand</b>	Yes ( )	No ( )	
<b>Warranty:</b> Six (6) months on parts and labor	Yes ( )	No ( )	
<b>DELIVERY SCHEDULE</b>  45 calendar days upon receipt of Purchase Order (P.O), (items coming from abroad), or  15 calendar days upon receipt of Purchase Order (P.O), (items are locally available)	Yes ( )    Yes ( )	No ( )    No ( )	
<b>DELIVERY SITE</b>  PITAHC Central Office, Quezon City	Yes ( )	No ( )	
<b>TERMS OF PAYMENT</b>  30 calendar days from the date of final inspection and acceptance of complete items.	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, <b>bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC, if applicable.</b></li></ul>	Yes ( )	No ( )	N/A ( )

**Conforme:**

\_\_\_\_\_  
Name of the Authorized Representative  
And signature

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