

**PHILIPPINE GENERAL HOSPITAL**  
 The National University Hospital  
 University of the Philippines Manila  
**PURCHASING OFFICE**  
 Taft Avenue, Manila

*"PHIC-Accredited Health Care Provider"*  
*ISO 9001:2008 Certified*

Date: 4 December 2018  
 P.R. No.: PUR18-11-1303  
FLP

Gen Item:

**RE: Request for SEALED PROPOSAL**

This office is in the market for the following items:

<u>Item No.</u>	<u>Qty.-Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>QUOTATIONS</u>	
				<u>(In Figures)</u>	<u>(In Words)</u>
				<u>(All Taxes Included)</u>	
		<b><u>P.R. No. PUR18-11-1303 - Accounting Services Division (Payroll Sec.)</u></b>			
<b>1</b>	<b>1</b>	<b>unit Supply, Delivery, Installation and cladding of 3.0TR Split-Type, single phase, 60hz, Inverter, floor mounted air-conditioning unit, including two (2) years quarterly preventive maintenance and general cleaning, brand new</b>	<b>₱ 158,649.38</b>		
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			

**Terms and Conditions:**

1. Indicate brand/model.
2. Indicate delivery date.
3. Submit brochure/catalogue/sample.
4. Supplier's is required to submit single bid/offer only for each item. Two (2) or more bids/offer is automatically disqualified.

Please quote us your government price/s for the above and state the earliest time within which you can deliver.

It will be appreciated if you can submit your quotation in the **BAC OFFICE, beside PGH CHAPEL, PGH Compound, Taft Avenue, Manila** not later than **3:00 PM** on **11 December 2018** at which time said quotations will be opened.

**OTHER TERMS AND CONDITIONS:**

1. The Awardees/Supplier shall get the Purchase Order (P.O.)/Work Order (W.O.)/Job Order (J.O.) from U.P. Manila-PGH within three (3) working days from notification through confirmed fax/telephone call that the P.O./W.O./J.O. is ready for pick up by the Supplier. Despite the failure of the Supplier to pick up the corresponding P.O./W.O./J.O. Within the given period from notification, it shall be valid to impose the penalty for failure to deliver the Items within the

the needed supplies to U.P. Manila - PGH.

9. That the terms of this Agreement shall be for 120 days from opening of bids.

NON-COMPLIANCE WITH ANY OF THE ABOVE REQUIREMENTS SHALL BE SUFFICIENT GROUND FOR DISQUALIFICATION OF A BIDDER.

U.P. MANILA-PGH RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, TO WAIVE ANY FORMALITY OR DEFECT THEREIN AND TO ACCEPT ANY OR ALL OFFERS THAT MAY BE CONSIDERED MOST ADVANTAGEOUS TO U.P. MANILA.

IMPORTANT: TOTAL AMOUNT OF QUOTATION: P \_\_\_\_\_.

Very truly yours,

*Lolita G. Alvarez*  
LOLITA G. ALVAREZ  
Chief, Purchasing Office  
*L*

**PHILIPPINE GENERAL HOSPITAL**

The National University Hospital  
University of the Philippines Manila  
Taft Avenue, Manila

Sir :

I/We agree to bind myself/ourselves to the terms and conditions specified above and to the all rules and regulations of the government and the U.P. Manila - PGH regarding purchase of supplies, materials and equipment.

Name of Company and Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature:

Printed Name:

Position:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_