



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

PHIC-Accredited Health Care Provider  
ISO 9001 Certified

## REQUEST FOR SEALED PROPOSAL

Date: **23 May 2023**

Purchase Request No.: **PUR23-05-0414**

Mode of Procurement: **NEGOTIATED PROCUREMENT – Small Value Procurement**

Please quote your government price inclusive of VAT for the item/s listed below. It will be appreciated if you can submit your **SEALED PROPOSAL** duly signed by your representative at **Purchasing Office**, 2nd Floor, Philippine General Hospital, Taft Avenue, Manila not later than **9:00 A.M., 29 May 2023**.

**General Conditions:**

- All entries must be typewritten or in print.
- Price validity shall be for a period of 90 calendar days from the date of opening of quotation/proposal.
- Documentary requirements should be attached upon submission of the quotation / proposal.

- Valid Business / Mayor's Permit       PhilGEPS Registration Number/Certificate  
 Latest Business / Income Tax Return       Notarized Omnibus Sworn Statement

For further information, you may call at (02) 8554-8400 local 3022 or email [crdiaz@up.edu.ph](mailto:crdiaz@up.edu.ph) - Ms. CHERRYL R. DIAZ.

*SR*  
**MS. SYMA R. ROMERO**

Acting Head, Purchasing Office

End-User: **Office of the Director**

Item No.	Item Description	Qty	UOM	Unit Price (PHP)	Quote d Unit Price	Statement of Compliance		Remarks (Brand and specifications)
						Yes	No	
1	<p><b>CONTRACT for PUBLICATION SERVICES (Newspaper Advertisement)</b>  <b>Publication</b> of the Invitation to Bid for the Project: UP-PGH CANCER CENTER PUBLIC-PRIVATE PARTNERSHIP in broadsheets of <b>national general circulation, in print and online</b>, to widely disseminate the information relative thereto.</p> <p>Cost per week:           <b>Php 103,312.26</b>                      No. of advertisement:       <b>3</b>  <b>Total lot cost:            Php 309,936.80</b></p> <p><b>Minimum Requirements:</b>                      The newspaper company (of the broadsheets) must conform to the following:                      Size: Quarter page in print; closest reasonable equivalent online                      Font Type and Size: Regular print type and size                      Color: Black print; least expensive color scheme online                      Section: Business Section                      Day: Mondays                      Frequency: Once every week for three (3) consecutive weeks</p>	2 (separate broadsheets)		154,968.40				



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<p><b>2</b> <b>Publication</b> of the Invitation to Bid for the Project: UP-PGH CANCER CENTER PUBLIC-PRIVATE PARTNERSHIP in broadsheets of <b>regional/local circulation, in print and online</b>, to widely disseminate the information relative thereto.</p> <p><b>Cost per week:           Php 131,219.20</b> <b>No. of advertisement:       3</b> <b>Total lot cost:            Php 393,657.60</b></p> <p><b>Minimum Requirements:</b> The newspaper company (of the broadsheets) must conform to the following: Size: Quarter page in print; closest reasonable equivalent online Font Type and Size: Regular print type and size Color: Black print; least expensive color scheme online Section: Business Section Day: Mondays Frequency: Once every week for three (3) consecutive weeks</p>	<p><b>1</b> broadsheet</p>	<p><b>393,657.60</b></p>				
<p><b>TERMS &amp; CONDITIONS:</b></p> <ol style="list-style-type: none"> <li>There shall be two (2) winners for item 1 and one (1) winner for item 2 in accordance with Section 5.2 of the Build-Operate-Transfer Law, "The Head of the Agency/LGU concerned shall, after obtaining approval for the project, forthwith cause to be published, once every week for three (3) consecutive weeks, in at least two (2) newspapers of general circulation. print and online. and in at least one (1) local newspaper, print and online, of general circulation in the region, province, city or municipality in which the projects are to be implemented, a notice inviting all prospective infrastructure or development Project Proponents to pre-qualify and bid for the projects so approved. "</li> <li>All request for publication shall be published on the date specified by the Project implementing agency, UP-PGH</li> <li>The ad must be printed properly and the information indicated therein are readable.</li> <li>The Service Provider must assign a dedicated point person who will handle/facilitate the requests for publication. Contact details of the said personnel must be given to the Director's Office, UP-PGH upon commencement of the contract.</li> </ol>						



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<ol style="list-style-type: none"> <li>5. The Service Provider must secure confirmation from PGH representative immediately once request for publication is received.</li> <li>6. The Service Provider must submit the layout of the ad for approval of the PGH through PGH representative the following day from receipt of the request prior to publication. Likewise, the PGH shall immediately proof-read/review the layout provided by the Service Provider.</li> <li>7. If the ad was not published on PGH's specified date, the Service Provider must immediately inform the Office of the Director, UP-PGH</li> <li>8. The Service Provider shall deliver at least ten (10) complimentary copies within two (2) calendar days after the date of publication to the Director's Office, G/F Admin. Bldg., PGH Complex, Taft Ave., Manila 1000.</li> <li>9. Cost of published ad/s for payment should be inclusive of VAT and other government taxes, fees and charges.</li> <li>10. Payment shall be based on the actual number of ads placed.</li> <li>11. Payment shall be made on a per-ad-published basis upon submission by the Service Provider of complete pertinent documentary requirements.</li> <li>12. Payment shall be subject to auditing and accounting rules and regulations and existing rules and regulations of PGH.</li> <li>13. There be no deviation from the specifications of the advertisement to be published.</li> <li>14. Payment shall be made only for the services actually rendered by the Contractor during the period.</li> <li>15. The UP-Philippine General Hospital (PGH) reserves the right to reject any end all bids, declare a failure of bidding or not award the contract at any time prior to contract award in accordance with Section 41 RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.</li> </ol>					
<b>Approved Budget for the Contract</b>		<b>703,594.40</b>			
<i>Total Amount of Quotation (in <u>Words</u> &amp; in <u>Figures</u>)</i>					

*I/We, the undersigned Supplier, hereby OFFER to supply/deliver/perform the above-described items.*

Name of Company: \_\_\_\_\_

Name of Representative: \_\_\_\_\_



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Position / Designation: \_\_\_\_\_

Signature \_\_\_\_\_

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
3. Quotations exceeding the Approved Budget for the Contract shall be rejected.
4. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
5. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your authorized representative/s.
6. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
7. The UPM-PGH shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
8. The UPM-PGH shall assume no responsibility whatsoever to compensate or indemnify any supplier for expenses incurred in the preparation of Quotations/Proposals.
9. In case of two or more bidders are determined and declared as Lowest Calculated and Responsive Quotation, the UPM-PGH shall adopt and employ "draw lots" as the tie-breaking method to finally determine the winning provider in accordance with GPPB Circular 06-2005.
10. If the AWARDEE fails to effect delivery with the prescribed period, the UPM-PGH may upon its discretion, extend delivery period of subject, however, to the imposition of appropriate liquidated damages, the amount of which shall be at least equal to one-tenth of one percent (0.01%) of the cost of the unperformed portion for every day of delay, collectible from any money due or maybe due to the supplier/contractor. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the UPM-PGH may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it. If the AWARDEE, however, fails to effect completed delivery within the extended period, the UPM-PGH shall have the right to cancel said contract and shall constitute a ground for disqualification of the AWARDEE from future biddings, without prejudice to the imposition of other sanctions provided for under 2016 Revised IRR.
11. The UPM-PGH reserves the rights to reject any or all bids or not award the contract, to waive any formality or defect therein and to accept any or all offers that may be considered most advantageous to the Government.
12. Compliance with Republic Act (R.A.) 9184 and other applicable laws.

**UNDERTAKING**

I/We undertake, if our quotation/proposal is accepted, to deliver the items in accordance with the General /Terms and Conditions contained in the Request for Quotation/Proposal.

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Representative: \_\_\_\_\_

Position / Designation: \_\_\_\_\_

Signature \_\_\_\_\_

Office Tel. No.: \_\_\_\_\_

Fax / Mobile No.: \_\_\_\_\_

e-Mail Address: \_\_\_\_\_

Date: \_\_\_\_\_