

**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: January 16, 2018  
 Reqn. No.: please see below

**FOR POSTING**

Gentlemen:

**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>
<b><u>PUR17-12-1669 - P &amp; S (Supply Section)</u></b>					
1	542 packs	Battery, dry cell, size-AA, 2pcs/pack	31.00	_____	_____
2	756 packs	Battery, dry cell, size-AAA, 2pcs/pack	30.00	_____	_____
3	144 packs	Battery, dry cell, size-C, 2pcs/pack	75.00	_____	_____
4	152 packs	Battery, dry cell, size-D, 2pcs/pack	90.00	_____	_____
5	2224 pcs	Cleanser (scouring powder) in canister, 350 grams	48.00	_____	_____
6	4861 rolls	Toilet tissue paper, 2-ply sheet, 150 pulls, 12 rolls/pack	6.76	_____	_____
XX					
<b>TOTAL APPROVED BUDGET..... Php</b>			<b><u>203,574.36</u></b>		

Terms and Conditions:

1. Indicate delivery period.
2. Submit sample/brochure/catalogue if needed.
3. Item/s offered should be brand new.
4. Supplier 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 we can have your quotation in the office of **BIDS AND AWARDS COMMITTEE I, PGH Compound, Taft Ave., Manila** not later than **3:00pm** on **25 January 2018** at which time said quotations will be opened.

**OTHER TERMS AND CONDITIONS:**

1. The Awardee/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 PO/WO/JO 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

/amm


8. The SUPPLIER guarantees the availability of the stocks as well as the prompt delivery of 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,

  
\_\_\_\_\_  
Chief, Purchasing Office  
16 Jan. 18

**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:

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

**FOR POSTING**