



REPUBLIC OF THE PHILIPPINES
Sandiganbayan
Quezon City

APPROVED FOR POSTING

MA. TERESA S. PABULAYAN
Executive Clerk of Court IV

APR 12 2024

RFQ No. / Date: SVP-2024-078-04/ April 12, 2024
P.R. No. and Date: 24-04-356/April 4, 2024

REQUEST for QUOTATION

The *Sandiganbayan*, through its Bids and Awards Committee, invites all eligible suppliers, contractors, and/or consultants to submit a quotation of their best offer for the item/s described below, subject to the Terms and Conditions and within the Approved Budget for the Contract (ABC):

Qty.	Unit	Description	Total Approved Budget for the Contract (ABC)
1	Lot	481 Pcs. Quadrivalent Seasonal Influenza Vaccine Expiration date: At least six (6) months from the date of delivery - (Split Viron, Inactivated) 0.5 ml pre-filled syringe, single dose, suspension for injection (IM/SC) (Please see attached Technical Specifications)	Php429,533.00
Total			Php429,533.00
Delivery Date:		Within thirty (30) working days from receipt of Purchase Order (P.O.)	
Deadline of Submission:		April 19, 2024 / 10:00 A.M.	

INSTRUCTIONS

Note: Failure to follow any of these instructions will automatically disqualify your entire quotation.

1. Suppliers must submit the following required documents as **Attachments** to their Quotation/Proposal:
 - a. Valid and current Mayor's/Business Permit
 - b. PhilGEPS Registration Number
 - c. Income/Business Tax Return¹
 - d. Notarized Omnibus Sworn Statement (OSS)² *(may be submitted prior to the issuance of a Notice of Award. Bidder/supplier's OSS shall be valid for six (6) months and*

¹ For ABC above Php500,000.00 (As per Appendix A of Annex "H" of the 2016 RIRR of R.A. No. 9184)

² For ABC above Php50,000.00 (As per Appendix A of Annex "H" of the 2016 RIRR of R.A. No. 9184)

may be used for other Alternative Methods of Procurement (AMP) in the Sandiganbayan, unless an updated OSS is required.)

2. All entries must be typed or written in a clear and legible manner.

3. There shall be no alteration of the contents of this form, including its attachments. If another form is used other than the attached Price Quotation Form (ANNEX A), please include the following in your quotation:

- a. Terms of Payment
- b. Warranty; if applicable
- c. Place of Delivery: SANDIGANBAYAN, Centennial Bldg., Commonwealth Ave., cor. Batasan Road, Quezon City
- d. Delivery Period
- e. Price Validity Period
- f. Certificate of Exclusive Distributorship; if applicable
- g. Tax Identification Number (TIN)
- h. Use company letterhead for your quotation and address the same to:

ATTY. DASHELL C. YANCHA-PO
Chief Judicial Staff Officer
Procurement Management Division

4. All technical specifications must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

5. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

TERMS and CONDITIONS

1. All quotations are considered an offer of the items specified above at the prices quoted in the Price Quotation Form ("Annex A") and a guaranty of availability of the quoted items. In the event that the offer is accepted, a Purchase Order (PO) for the above-mentioned items will be sent to the suppliers concerned advising them of such acceptance and such other terms of delivery, as applicable. **The supplier shall submit the signed "Conforme" in the PO within two (2) calendar days upon receipt thereof.**

2. The submission of an alternate quotation/offer is not allowed. Suppliers who submit more than one (1) quotation shall be automatically disqualified.

3. All prices herein offered are valid, binding, and effective for thirty (30) calendar days from date of submission.

4. An alteration or amendment of the Terms and Conditions shall render the quotation as non-responsive/non-compliant, unless such alteration or amendment is advantageous and beneficial to the Procuring Entity.

5. In case of a tie, the concerned parties will be informed and invited to a “drawing of lots” or any other similar method of chance, in accordance with GPPB Circular 06-2005 (*“Tie-Breaking Method”*).

6. The *Sandiganbayan* reserves the right to reject any or all offers, or accept such offer it may consider most economical and advantageous to the government.

7. The salient provisions of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 on liquidated damages and imposition of administrative penalties shall be observed.

For any clarification, kindly contact Karlo Enrico I. Baguio or Maridel D. Panaligan through +632 8951-4587/ 8951-4596 or email us at sandiganbayanpmd@gmail.com.

Very truly yours,



Chamagne E. Guerrero
Supervising Judicial Staff Officer
Procurement Management Division

PRICE QUOTATION FORM

SANDIGANBAYAN BIDS AND AWARDS COMMITTEE

Sandiganbayan Centennial Building
Batasan Road, Quezon City

ATTN: PROCUREMENT MANAGEMENT DIVISION

Sir/Ma'am:

After having carefully read and accepted the terms and conditions in the Request for Quotation, please find below our quotation for the item/s as follows:

Qty	Unit	Description	Quote per unit	Total Quote
1	Lot	481 Pcs. Quadrivalent Seasonal Influenza Vaccine Expiration date: At least six (6) months from the date of delivery - (Split Viron, Inactivated) 0.5 ml pre-filled syringe, single dose, suspension for injection (IM/SC) (Please see attached Technical Specifications)		
Delivery Period:		Within thirty (30) working days from receipt of Purchase Order (P.O.)		
Deadline of Submission:		April 19, 2024 / 10:00 A.M.		

INSTRUCTIONS

The above quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name & Signature of Authorized Representative

Company Name

Company Address

Tax Identification Number (TIN)

PhilGEPS Registration Number

Contact Number/s

Email Address

Date Issued

Technical Specifications

One (1) Lot
Supply and Delivery of Vaccines
(481 pcs of Quadrivalent Seasonal Influenza Vaccine)

Unit	Quantity	Technical Specifications
One (1) Lot	481 pieces	<p>Influenza Vaccine</p> <p>Generic Name: Quadrivalent Seasonal Influenza Vaccine (Split Virion, Inactivated)</p> <p>Dosage: 0.5ml pre-filled syringe</p> <p>Suspension for Injection (IM/SC)</p> <p>Each dose contains the following influenza strains: *A/Sydney/5/2021 (H1N1) pdm09-like virus *A/Darwin/9/2021 (H3N2)-like virus *B/Austria/1359417/2021 (B/Victoria lineage)-like virus *B/Phuket/3073/2013 (B/Yamagata lineage)-like virus</p>
		<p align="center">General Requirements of Vaccines</p>
		<p>Dosage Presentation: Vaccines should be packaged in a pre-filled sterile syringe with attached sterile needle or individual single-dose glassvials with two (2) sterile needles and one (1) sterile syringe.</p> <p>Dosage Form: Suspension for injection is clear and slightly opalescent in color</p> <p>Contract Duration:</p> <ul style="list-style-type: none"> • Commencement of delivery within 30 days. • The Supplier shall ensure cold chain during the delivery and administration of vaccines to Sandiganbayan Office. <p>Medical Supplies and Paraphernalia: The supplier shall provide:</p> <p>a. Alcohol Pads</p>

		<p>b. Plasters c. Consent Forms d. Vaccination Cards e. Medical Team: 1 Medical Doctor / 1 Registered Nurse per day for the administration of the vaccines. Maximum 165 pax per day.</p>
		<p>Delivery:</p> <ul style="list-style-type: none"> • Delivery period within thirty (30) calendar days from the Notice to Proceed. • The Supplier shall be responsible for proper handling and maintaining the appropriate cold chain requirement of the vaccines during delivery. • Expiration date at least 6 months from the date of delivery. • Supplier to deliver without additional cost the following quantities of vials to Sandiganbayan. • The Supplier shall also provide at least one (1) storage container, including ice gel packs, that can sustain cold temperature required for the vaccines.
		<p>Waste Disposal: Supplier must be responsible for the proper collection and disposal of waste materials used</p>
		<p>Warranty Terms: The Supplier shall provide replacement of all vaccines found to have damaged or broken packaging prior to the acceptance of the Sandiganbayan.</p>
		<p>Other Requirements:</p> <ul style="list-style-type: none"> • Copy of valid, current License to Operate from FDA and/or DOH Accreditation as Supplier, Distributor or Manufacturer for Drugs and Medicines; • Copy of current and valid Certificate of Product Registration (CPR); • Batch or Lot Release Certificate issued by the Bureau of Food and Drugs (BFAD/FDA) in accordance with DOH AO No. 47-as.2001.