



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11801308  
**Procuring Entity** MUNICIPALITY OF ALEOSAN, COTABATO  
**Title** Purchase of medicines for mental health patients at Aleosan, Cotabato  
**Area of Delivery** Cotabato

|  |  |                              |                     |
|--|--|------------------------------|---------------------|
| <b>Solicitation Number:</b>              | SVG-2025-003   | <b>Status</b>                | Active              |
| <b>Trade Agreement:</b>                  | Implementing Rules and Regulations   | <b>Associated Components</b> | 1                   |
| <b>Procurement Mode:</b>                 | Negotiated Procurement - Small Value Procurement (Sec. 53.9)   | <b>Bid Supplements</b>       | 0                   |
| <b>Classification:</b>                   | Goods  | <b>Document Request List</b> | 3                   |
| <b>Category:</b>                         | Drugs and Medicines  | <b>Date Published</b>        | 25/02/2025          |
| <b>Approved Budget for the Contract:</b> | PHP 90,640.00  | <b>Last Updated / Time</b>   | 25/02/2025 00:00 AM |
| <b>Delivery Period:</b>                  | 30 Day/s   | <b>Closing Date / Time</b>   | 04/03/2025 11:30 AM |
| <b>Client Agency:</b>                    |  |                              |                     |
| <b>Contact Person:</b>                   | Elvin V. Bolivar<br>Municipal Budget Officer<br>3f Municipal Hall Building,<br>Aleosan, Cotabato<br>Aleosan<br>Cotabato<br>Philippines 9415<br>63-918-6956611<br><br>lgu_aleosan@yahoo.com |                              |                     |

#### Description

PR. No. 0174-02-2025

Republic of the Philippines  
Region XII  
Province of Cotabato  
Municipality of Aleosan

OFFICE OF BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Name of Company

Address

Name of Project : Purchase of medicines for mental health patients at Aleosan, Cotabato  
 Procurement Mode : Small Value Procurement  
 Classification : Drugs and Medicines  
 Approved Budget for the Contract (ABC): P 90,640.00  
 Delivery Period : 30 Calendar days  
 Source of Fund : Gender and Development Fund CY 2025

The Local Government Unit of Aleosan through Its Bids and Awards Committee will undertake a Negotiated Procurement-Small Value Procurement for the Project ID No. SVG-2025-003: Purchase of medicines for mental health

patients at Aleosan, Cotabato in accordance with Section 53.9 of the Implementing Rules and Regulation of Republic Act 9184.

Please quote your lowest price on the items listed below subject to the general condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative on or before March 4, 2025 at 11:30 a.m. at the Office of the Bids and Awards Committee, Aleosan, Cotabato.

Interested suppliers are required to submit documents:

1. Updated PhilGEPS Certificate (2025-2026) not expired on the time of opening of quotations,
2. DTI/SEC/CDA Certificate/Permit,
3. Mayor's Permit (2025),
4. Tax Clearance (2025)
5. Original and notarized Omnibus Sworn Statement
6. If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful;

In a SEALED LONG BROWN ENVELOPE shall:

1. Contain the Project Name and Project I.D. Number of the contract to be bid in capital letters;
2. Bear the name and address of the Bidder in capital letters;
3. Be addressed to the Procuring Entity's BAC.

Project I.D. Number: SVG-2025-003

Project Title: PURCHASE OF MEDICINES FOR MENTAL HEALTH PATIENTS AT ALEOSAN, COTABATO

Local Government Unit of Aleosan  
BIDS AND AWARDS COMMITTEE  
3/F Bids and Awards Committee Office, Municipal Hall Building,  
San Mateo, Aleosan, Cotabato

For any clarification you may contact us at 09186956611.

Very truly yours,

ELVIN V. BOLIVAR  
MBO/ BAC Chairperson

#### TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation exceeding the Approved Budget for the Contract (ABC) shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The General Services Office (GSO) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. GSO 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 to it.
10. Failure to follow these instructions will disqualify your entire quotation.

#### BEST AND FINAL OFFER

ITEM NO. ITEM & DESCRIPTION QTY UNIT UNIT COST BID OFFER Schedule of Delivery

- 1 Risperidone 2mg tablet 30's 3,000 Box
- 2 Escitalopram 10mg tablet 30's 240 Box
- 3 Diphenhydramine 50mg tablet 100's 100 Box
- 4 Quetiapine 100mg tablet 50's 150 Box
- 5 Valproic Acid 50mg tablet 10's 200 Box
- 6 Levetiracetam 500mg tablet 100's 100 Box

\*\*\*Nothing Follows\*\*\*

TOTAL

After having carefully read and accepted your General Conditions. I/ We quote you on the item or prices quoted above.

\_\_\_\_\_  
Printed Name & Signature

\_\_\_\_\_  
Tel.No./ Cellphone No./ Email Address

\_\_\_\_\_  
Date

Personal Canvass by: SILVESTRE CATANUS

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

Created by

Elvin V. Bolivar