

## REQUEST FOR QUOTATION

The Department of Tourism – Office of Tourism Standards and Regulation (OTSR), thru its Bids and Awards Committee (BAC), intends to procure Personal Protective Equipment (PPE) for Accreditation Officers through Small Value Procurement (SVP) under Section 53.9 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184. The details of the procurement project is indicated in the table below:

### TECHNICAL SPECIFICATIONS

**Project Title :**

Procurement of Personal Protective Equipment (PPE) for Accreditation Officers

**Purpose/Objective:**

▪ In preparation for the transition from the General Community Quarantine to the “New Normal” caused by COVID-19 pandemic. The Standards Monitoring and Enforcement Division with precautionary measure and disinfection or decontamination in work protocols. SMED will be distributing care essentials to all Regional Accreditation Division to ensure safety of the Accreditation Officers who will be undertaking necessary inspections by providing PPEs

**Minimum Requirements for Suppliers**

- Must be willing to provide product warranty/return and exchange of defective items
- Must be willing to provide services on a send-bill arrangement

**Deliverables**

- Personal Protective Equipment Set (please see attached Annex A)

**LOT I – P 109,421.28**

- Alcohol Spray, Antibacterial 40 ml – 630pcs.
- Anti-bacterial Alcohol Based Hand Sanitizer 100ml – 630bottles
- Disinfectant Spray, 400gms – 18bottles

**LOT II – P 496,062.00**

- Washable Face Mask with detachable head adjuster, with inner pocket and PM 2.5 free filter – 630pcs.
- Face Shield (Direct Splash Protection) – 630pcs.
- Head Cover, disposable – 630pcs.
- Nitrile Disposable Hand Gloves – 630boxes
- Ascorbic acid Vitamins C chewable tablet 500mg – 630boxes
- Wet wipes (96 sheets/pack) P100/set of 3 – 630pcs sets

**Budget Estimate**

SIX HUNDRED FIVE THOUSAND FOUR HUNDRED EIGHTY-THREE AND TWENTY-EIGHT CENTAVOS ONLY (P 605,483.28)

**Terms of Payment**

- Government Procedures

**Mode of Procurement**

- Emergency Procurement

**Schedule of Delivery**

- Delivery of PPEs shall be made within 3 working days upon receipt of the order or request.

**Compliance to Specifications/Provisions**

- Non-submission of sample of PPEs shall be ground for disqualification of bid.

**Project Officers/Contact Persons:**

Carolyn P. Gabriel/Rei Ann S. Razon  
Standards Monitoring and Enforcement Division  
Office of Tourism Standards and Regulation  
Email: [smed@tourism.gov.ph](mailto:smed@tourism.gov.ph)  
Telephone no.: (632) 459 5200-30 loc 216

## **Eligibility Requirements**

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)
4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Deadline for the submission of proposal is on or before 14 September 2020 at 3:00 pm

Kindly submit your quotation thru email [jsfrancisco@tourism.gov.ph](mailto:jsfrancisco@tourism.gov.ph), [femaximo@tourism.gov.ph](mailto:femaximo@tourism.gov.ph), [msdante@tourism.gov.ph](mailto:msdante@tourism.gov.ph) and [taromanes@tourism.gov.ph](mailto:taromanes@tourism.gov.ph)