





### **PURCHASE ORDER**

Supplier: AFFORDACARE PLUS TRADING

Address: #2464 Surla St. Old Sta. Maria Village, Balibago, Angeles City

: 190-786-482-001 TIN

P.O. No.: 24-0058

Date 2 0CT

PR Date: 20-Aug-24

Mode of Procurement: Negotiated Procurement - Small Value Procurement

Name of Project: SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR GCG MAIN OFFICE CLINIC

Place of Delivery :3rd Floor BDO Towers Paseo (formerly Citibank Center), 8741 Paseo De Roxas, Makati City

Delivery Period: Ten (10) Working days upon receipt of the Purchase Order

| Unit  | Description  | Quantity  | Unit Cost   | Amount  |
|-------|--|---|---|---|
|       | SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT<br>FOR GCG MAIN OFFICE CLINIC   |   |   |   |
| Lot 1 | Blood Glucose Monitor/Uric Acid Monitor, and Nebulizer   |   |   | ₱15,000.00  |
| Lot 2 | Digital Ear Thermometer, Disposable Ear Thermometer Cover, Penlight with Otoscope, Sphygmomanometer (Standing), and Sphygmomanometer |   |   | ₱14,350.00  |
| Lot 3 | Medical Cabinet  |   | Contract  | ₱14,550.00  |
| Lot 4 | Plastic Container, Hospital Sleeper Chair/Bed, and First Aid Cardiopulmonary<br>Resuscitation (CPR) Mask                             |   |   | ₱16,100.00  |
|       | (Please see attached Terms of Reference for other details)   |   |   |   |
|       | *** Nothing Follows***   |   |   |   |
|       | Requesting Office:   |   |   |   |
|       | RAUL T. ABAD, CPA  Directon V  |   |   |   |
|       | Lot 1 Lot 2 Lot 3  | SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR GCG MAIN OFFICE CLINIC  Lot 1 Blood Glucose Monitor/Uric Acid Monitor, and Nebulizer  Lot 2 Digital Ear Thermometer, Disposable Ear Thermometer Cover, Penlight with Otoscope, Sphygmomanometer (Standing), and Sphygmomanometer  Lot 3 Medical Cabinet  Lot 4 Plastic Container, Hospital Sleeper Chair/Bed, and First Aid Cardiopulmonary Resuscitation (CPR) Mask  (Please see attached Terms of Reference for other details)  *** Nothing Follows***  Requesting Office:  Requesting Office: | SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR GCG MAIN OFFICE CLINIC  Lot 1 Blood Glucose Monitor/Uric Acid Monitor, and Nebulizer  Lot 2 Digital Ear Thermometer, Disposable Ear Thermometer Cover, Penlight with Otoscope, Sphygmomanometer (Standing), and Sphygmomanometer  Lot 3 Medical Cabinet  Lot 4 Plastic Container, Hospital Sleeper Chair/Bed, and First Aid Cardiopulmonary Resuscitation (CPR) Mask  (Please see attached Terms of Reference for other details)  **** Nothing Follows****  Requesting Office:  Requesting Office: | SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR GCG MAIN OFFICE CLINIC  Lot 1 Blood Glucose Monitor/Uric Acid Monitor, and Nebulizer  Lot 2 Digital Ear Thermometer, Disposable Ear Thermometer Cover, Penlight with Otoscope, Sphygmomanometer (Standing), and Sphygmomanometer  Lot 3 Medical Cabinet  Lot 4 Plastic Container, Hospital Sleeper Chair/Bed, and First Aid Cardiopulmonary Resuscitation (CPR) Mask  (Please see attached Terms of Reference for other details)  *** Nothing Follows***  Requesting Office:  Requesting Office: |

(Total Amount in Words) Sixty Thousand Pesos Only

₱60,000.00

Purpose: For the procurement of medical equipment for accommodating the needs of GCG Clinic's day-to-day operations.

\*\*\* This Purchase Order is subject to the terms and conditions stated at the back of this document\*\*\*

Conforme:

MR. GILBERT S. PASAHOL Signature over Printed Name of Supplier

Very truly yours,

ATTY. MARIUS P. CORPUS Chairperson

Fund Cluster:

01

60,000 · N Funds Available : \_

> JOSUE C. ROSAL OIC - Chief Accountant

ORS No.: 02-102101-2024-09-0825 Date of the ORS: 14 500 2024

Amount:

GOVERNANCE COMMISSIO

ALLOTED

Fund Avallable (V) Seperal ( ) Special ( ) Trusi ( ) Function Project (cool (cool)

(5020321099-Sem) - Expendible machinery & toupness - other tournet

#### TERMS AND CONDITION

- 1. PRICES. All prices quoted herein are valid, binding and effective at least ninety (90) calendar days from date of quotation/ notice of award. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
- 2. NOTICE. Awardee/ Supplier shall pick up purchase order (s) issued on his favor within three (3) days after receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the Awardee/ Supplier. Thereafter, if the purchase orders (s) remain unclaimed, the said purchase order (s) shall be sent by the messengerial service to the Awardee/ Supplier at the latter's expense. To avoid delay in the delivery of the requesting office's requirements, all Suppliers shall be precluded from proposing or submitting a substitute sample.
- 3. **DELIVERY.** Awardee/ Supplier shall be responsible for the source (s) of his supplies/materials/equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the Supplier to comply with the same shall be ground for cancellation of the award and purchase order without prejudice to the imposition of administrative sanctions provided by the internal rules of the procuring Entity and/ or other applicable laws.

The Procuring Entity (GOVERNANCE COMMISSION FOR GOCCs) reserves the right to accept or reject delivered articles if found not conforming to specifications, terms and conditions stipulated.

- 4. PLACE OF DELIVERY. Awardee/ Supplier shall deliver the items to the Procuring Entity and its Property Officer for inspection and acceptance.
- 5. **LIQUIDATED DAMAGES.** When the Supplier fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the Awardee/ supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by the way of penalty, an amount equal to one- tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall automatically rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

Rejected deliveries shall be construed as non-delivery of product (s)/ item (s) and shall be subject to liquidated damages, subject to the terms and conditions prescribed hereof.

- 6. WARRANTY. For the procurement of goods, in order to assure that manufacturing defects shall be corrected by the Awardee/ Supplier, a warranty security shall be required from the Awardee/ Supplier for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non- expendable supplies, after acceptance by the procuring entity of the delivered supplies. Any defective items (s)/ product (s) that may be discovered by the Procuring entity within the warranty period shall be replaced by the Award/ Supplier within seven (7) calendar days upon receipt of a written notice to that effect.
- 7. PAYMENT. Payment shall be made upon submission of the proof of Acceptance and Inspection report issued by the Procuring entity. All transactions are subject to applicable withholding taxes in accordance with existing BIR Rules and Regulations.
- 8. OTHER TERMS AND CONDITIONS. The Procuring Entity may include other terms and conditions depending on the need and nature of the items subject to the purchase order/ contract. The provisions, terms and condition in the project's Terms of Reference (TOR) shall prevail over these terms and condition in case of conflict.
- 9. Provisions contained in Title VI of the Civil code of the Philippines on Sales and in Republic Act 9184 and its Revised implementing Rules and Regulations are hereby incorporated and made as an integral part hereof.
- 10. This serves as your Notice to Proceed.

| Full Name and Signature of Authorized Representative |  |
|--|--|
| Date Signed  |  |





# **TERMS OF REFERENCE**

# SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR GCG MAIN OFFICE CLINIC

## I. BACKGROUND

The Governance Commission for GOCCs (GCG) intends to **procure medical equipment** for accommodating the needs of GCG Clinic's day-to-day operations.

### II. PARTICULARS

The required medical equipment which are needed by the GCG are as follows:

| Item Description   | Unit  | Quantity |
|--|-------|----------|
| LOT 1 - Blood Glucose Monitor/Uric Acid Monitor, and Nebulizer  1. Blood Glucose Monitor/Uric Acid Monitor  • Meter identifies strips automatically  • Large LCD Display  • 200 Test Results Memory (Glucose)  • 50 Test Results Memory (Cholesterol)  • 50 Test Results Memory (Uric Acid)  • 7,14,28 Days Glucose Test Averaging  • Auto Power On/Off. | Piece | 1        |
| <ul> <li>Nebulizer</li> <li>High Nebulization Rate of 0.4ml/min ensures optimized treatment duration</li> <li>Small Particle Size of MMAD 3µm to reach lower airway for effective nebulization</li> <li>Aerosol Output 0.4 ml</li> <li>Aerosol Output Rate 0.06 ml/min</li> <li>7 ml medication capacity with minimal residual medication</li> </ul>     | Piece | 1        |
| LOT 2 - Digital Ear Thermometer, Disposable Ear Thermometer Cover, Penlight with Otoscope, Sphygmomanometer (Standing), and Sphygmomanometer  1. Digital Ear Thermometer Instant Measurement in 1 second Measures Temperature in Celsius LCD displays temperature from 34 to 44 degrees Celsius Accuracy: ±0.2 degrees Memory: 10 measurements           | Piece | 1        |



| <ul><li>Auto shut-off: Yes (1 min after idle)</li><li>Battery included</li></ul>  |        |   |
|---|--------|---|
| Disposable Ear Thermometer Cover     20 pieces per box     Transparent  | Вох    | 4 |
|   |        |   |
| <ul> <li>Optic Fiver Illumination provides homogenous and reflex free illumination of ear canal and tympanum</li> <li>Pupil Dilation gauge on the side to give accurate diagnosis</li> <li>4 reusable tips are attached for different ear canal</li> <li>Battery included</li> </ul>              | Set    | 1 |
| 4. Sphygmomanometer (Standing)  |        |   |
| <ul> <li>Measures blood pressure by inflating the cuff to suppress and release the artery in a controlled manner to measure pulse.</li> <li>300 mm aneroid meter</li> <li>Vertical angulation for easy reading</li> <li>Cotton cuff</li> <li>5 wheels with brake</li> <li>Metal basket</li> </ul> | Piece  | 1 |
| 5. Sphygmomanometer   |        |   |
| <ul> <li>Aneroid Sphygmomanometer</li> <li>Pressure gauge has a rubber bumper casing (shock guard)</li> <li>Can measure systolic blood pressure ranging from 0-300 mmHg</li> </ul>  | Piece  | 1 |
| LOT 3 - Medical Cabinet   |        |   |
| <ul> <li>1. Medical Cabinet</li> <li>2 door glass slide with 3 glass shelves</li> <li>Metal side</li> <li>4 mounted swivel rubber caster wheels</li> <li>Door lock provided</li> <li>Dimension: At least 16" (L) x 31" (W) x 60" (H)</li> </ul>   | Piece  | 1 |
| LOT 4 - Plastic Container, Hospital Sleeper Chair/Bed, and<br>First Aid Cardiopulmonary Resuscitation (CPR)<br>Mask   | Diego  | 5 |
| 1. Plastic Container  | Piece  |   |
| <ul> <li>Transparent</li> <li>Dimension: At least 7.5 x 7.5 x 2.6 cm</li> <li>Must fit the Medical Cabinet</li> </ul>   |        |   |
| 2. Hospital Sleeper Chair/Bed   | Piece  | 1 |
| Multi-functional hospital care bed, medical folding care chair  | 1 1000 |   |

| Stable bearing at least 200kg  |       |   |
|--|-------|---|
| Professional First Aid Cardiopulmonary Resuscitation (CPR)     Mask  |       |   |
| <ul> <li>One-way valve</li> <li>CPR pocket mask with O2O inlet</li> <li>With operating instruction</li> <li>Material: Plastic + Silicone</li> <li>Mask size: 12.5 x 10 x 8cm (min.)</li> </ul> | Piece | 1 |

### III. TERMS

- a. Project has several items grouped into several lots, which shall be awarded as separate contracts per lot.
- b. The bidder may submit/offer a bid proposal in one or more lots.
- c. Inclusive of delivery charge.
- d. Replacement of defective item to GCG without additional charge.
- e. All items should be delivered within ten (10) working days upon receipt of the Purchase Order
- f. GCG shall be given twenty (20) working days upon submission of complete billing documents for payment processing.

Prepared by:

Administrative Officer V – Administrative Division

Reviewed by:

TEODORO ARSENIO F. PAGGABAO

Supervising Administrative Officer – Administrative Division

Noted by:

JERAMEL F. PAREJA Ohief Administrative Officer – Administrative Division