



Republic of the Philippines
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

REQUEST FOR QUOTATION

Date: 10 December 2025
RFQ No.: RFQ-AD-2025-020

Company/Business Name: _____
Address: _____
Business/Mayor's Permit No.: _____
TIN: _____
PhilGEPS Registration Number (**required**): _____

The **Government Procurement Policy Board – Technical Support Office (GPPB-TSO)**, through its Bids and Awards Committee (BAC), intends to procure the project **Supply and Delivery of GPPB-TSO Dry Go Bag and First Aid Kit Pouch** with an Approved Budget for the Contract of **Two Hundred Sixty-Six Thousand Pesos (PhP266,000.00)** through **Section 34 Small Value Procurement** of the Implementing Rules and Regulations of Republic Act No. 12009.

Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before **5:00 PM of 15 December 2025**, subject to the compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

ATTY. MA. JOZZENNE CLAIRE M. BELTRAN-CARANDANG

Chairperson, Bids and Awards Committee

Government Procurement Policy Board – Technical Support Office Building,
Commonwealth Avenue, UP Diliman Campus, Quezon City

Telephone No. 5322 6222

Email: bacsec@gppb.gov.ph

Interested service provider shall also submit a copy of the following documents along with the quotation on or before the above specified deadline of submission of quotation:

- a. **Mayor's/Business Permit**
- b. **PhilGEPS Registration Number**
- c. **Notarized Omnibus Sworn Statement (OSS)** and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. OSS Template may be accessed from this link: https://www.gppb.gov.ph/wp-content/uploads/2025/08/NGPA_Omnibus-Sworn-Statement.pdf

The Head of the Procuring Entity (HoPE) of the GPPB-TSO reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact the BAC Secretariat at 5322-6222 or send email to bacsec@gppb.gov.ph.

By the Authority of Bids and Awards Committee (BAC)

ENGR.DIPHDALYN A. SALAZAR, MDM

Vice Chairperson, Bids and Awards Committee



INSTRUCTIONS:

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

- (1) Do not alter the contents of this form in any way.
- (2) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.

If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.

In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
- (3) **All technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- (4) Quotations may be submitted through electronic mail at bacsec@gppb.gov.ph.
- (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 e-mail shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. 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.
3. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the GPPB-TSO shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the GPPB-TSO. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, *i.e.*, Order Slip and/or Billing statement, by the supplier, contractor, or consultant. Our Government Servicing Bank, *i.e.*, the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant **not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours**, upon receipt of our advice. Please note that the **corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.**
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB-TSO may terminate 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.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its 2016 revised IRR.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Supply and Delivery of GPPB-TSO Dry Go Bag and First Aid Kit Pouch			
Minimum Technical Specifications	Quantity	Offered Technical Specification/ Service	Statement of Compliance ("Comply" or "Not Comply")
Note: Non-compliance with the minimum required specifications shall be grounds for disqualification			
Supply and Delivery of GPPB-TSO Dry Go Bag and First Aid Kit Pouch		1 Lot	
A. 100 Sets of Dry Go Bag			
A "set" refers to a complete bag with all the required items. Each Dry Go Bag shall contain the corresponding required quantity per item listed below:			
1. Waterproof Dry Bag (1 pc) Approx.20 Liters Custom made Color: Dark Blue Backpack style with 2 straps 5" x 7" "GPPB-TSO" logo print Material: 500 Denier PVC Material mesh cloth Seamless welding Comfortable heavy-duty grab / snap lock handle H: 60cm W: 35cm (+/- 1cm)			
2. Paracord Rope Bracelet (1 pc) - Cobra pattern with high density buckle with razor blade and magnesium bar - Dark blue and white - 550 braking strength - Size: 26cm x 2.6cm x 3mm diameter (+/- 1cm)			
3. Military Survival Kit Glowing Stick (1 pack) - Ultra-Bright emergency light sticks pack of 5 - Size: 15cm length x 1.5cm diameter (+/- 1cm) - Neon Green Light. 2 years Shelf life. 8-12 hours of Illumination - Biodegradable Plastic / Diphenyl Oxalate			
4. 11-in-1 Multi-tool Survival Card (1 pc) - Stainless Steel Multi Card Tool featuring 11 tools all in 1 card, including beer card bottle opener. - Material 2CR13 Stainless Steel - Measuring: 2.7"x1.8" (6.9 x 4.5cm); 2mm thickness (+/- 1cm) - Durable for any situation including military use. - Comes with leather pouch			

<p>5. Battery-Free Hand Press Flashlight for Emergency (1 pc)</p> <ul style="list-style-type: none"> - Power source: Hand-crank/press (manual, no batteries required) - Light source: LED bulbs - Bulb count: 3 high-brightness LED beads - Brightness: ~240 Lumens - Beam range: Up to 5-20 meters - Material: ABS plastic housing - Dimensions: Approx. 10 x 5 cm (or 10.5 x 5.5 x 2.5 cm) - Special features: Hand strap for easy carrying, high-impact plastic handle 			
<p>6. Whistle (1 pc)</p> <ul style="list-style-type: none"> - Made of ABS Plastic. - Size: 2x1x1 inches LxHxW (+/- 1inch) - Comes with Cord (Blue) (16 inches) (+/- 1inch) - 4 sound-producing resonators built into 2 chambers. Extremely easy to blow, cannot be overblown. Flawless patented pealess whistle emits sound power of +120dB - Includes cushioned mouth grip 			
<p>7. Hard Hat (1 pc)</p> <ul style="list-style-type: none"> - V-Design HDPE Shell (High-Density Polyethylene) - Ear Muff and Face Shield Adaptable - Push Lock Adjustment Headband - Replaceable Sweatband - 4 point Textile Suspension - Color Dark Blue 			
<p>B. 100 Sets of First Aid Kit Pouch</p>			
<p>A "set" refers to a complete pouch with all the required items. Each First Aid Kit Pouch shall contain the corresponding required quantity per item listed below:</p>			
<p>1. First Aid Kit Pouch with Zipper (1 pc)</p> <ul style="list-style-type: none"> - Printed with cross symbol on upper left side with "First Aid Kit" and "GPPB-TSO" Logo at the center. Rotating Black Zipper - 3" x 4" "First Aid Kit" and "GPPB-TSO" logo print - Materials: 420D PVC Nylon, Water repellent - Dimensions: 6" Height x 9" Width x 3" Depth (+/- 1inch) 			
<p>2. Emergency First Aid Gauze Pads (2 packs)</p> <ul style="list-style-type: none"> - One (1) pc. per pack 4"x4" (+/- 1inch) - 12 ply 13 threads (Sterile) - Material: 12 ply 100% Cotton Woven - 4"x4" (+/- 1inch) 12-Ply (Individually Wrapped) - Five (5) Years Shelf Life 			
<p>3. Medical Micropore Paper Tape (1 roll)</p> <ul style="list-style-type: none"> - 1 roll: 1" x 10 Yards (2.5cm x 9.1m) (+/- 1 cm) - Latex-free and hypoallergenic 			

<p>4. Large Heavy Duty First Aid Trauma EMT/Paramedic Shears / Scissors (1 pc)</p> <ul style="list-style-type: none"> - Material: Stainless Steel with tough plastic handle - Color: Black/Orange - Size: 18.3 x 9.2 cm (+/- 1cm) - Weight: 50g 			
<p>5. Povidone Iodine (1 bottle)</p> <ul style="list-style-type: none"> - 10% Antiseptic Disinfectant - 15 ml 			
<p>6. Antibacterial Wet Wipes (1 pack)</p> <ul style="list-style-type: none"> - Effective Sterilization 99.9% - Thirty (30) pieces per pack - Unscented / Food Grade Alcohol - At least 2 years Shelf Life - Dimension (per wipe) 20cm x 15cm non-woven (+/- 1cm) 			
<p>7. Emergency Thermal Blanket (1 pc)</p> <ul style="list-style-type: none"> - Size: 160cm x 210cm (+/- 1cm) - Material: 12 Microns Mylar Foil <p>Features:</p> <ul style="list-style-type: none"> - Retains/reflective of 90% body heat - Compact, lightweight, easy to carry, reusable, water proof, windproof - Gold Color 			
<p>8. White Triangular Bandage (1 pc)</p> <ul style="list-style-type: none"> - Cross Standard - Materials: 100% Cotton, Woven Fabric, Calico Type, Unbleached or mixed with viscose fibers - Uses: Relieves tension and support arm or shoulder injuries - Can be used as bandage or tourniquet - Dimensions: 101.6 x 101.6 x 142.2cm (40"x40"x56") (+/- 1cm) GPPB-TSO Logo 			
<p>9. Elastic Bandage with Clips (1 pc)</p> <ul style="list-style-type: none"> - Latex Free - 2" x 5 yards 			
<p>C. For Medical Supplies for the First Aid Kit:</p> <ol style="list-style-type: none"> a) Submit Certificate of Product Registration from Food and Drug Administration b) Submit Certificate of Good Manufacturing Practice from FDA, if applicable. 			
<p>D. Delivery Location: GPPB-TSO Building Commonwealth Avenue, UP Diliman, Quezon City</p>			
<p>E. Delivery Period: Within ten (10) calendar days upon receipt of approved Purchase Order</p>			
<p><i>Please refer to Annex A for the sample image provided for reference and illustration purposes.</i></p>			
<p>*****nothing follows*****</p>			

FINANCIAL OFFER:

<p>Terms of Payment:</p> <p><i>Payment shall be in accordance with the schedule of delivery through Land Bank's LDDAP-ADA/Bank Transfer Facility, within thirty (30) days after receipt of service invoice and issuance of certificate of acceptance by end-user. In case of accounts maintained in other bank, bank transfer fees shall be chargeable against the creditor's account.</i></p> <p><u>Payment Details:</u></p> <p>Banking Institution: _____</p> <p>Account Number: _____</p> <p>Account Name (should be the exact account name as registered in the bank): _____</p> <p>Bank Branch: _____</p>
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Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate “0” if item being offered is for free.

Supply and Delivery of GPPB-TSO Dry Go Bag and First Aid Kit Pouch	
Approved Budget for the Contract	Total Offered Quotation (Inclusive of VAT)
<p>Two Hundred Sixty-Six Thousand Pesos (PhP266,000.00)</p>	In words:
	In figures:

Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile Nos.

A. Dry Go Bag - 110 sets	
<p>1 pc. - Waterproof Dry Bag</p> <p>Approx.20 Liters Custom made Color: Dark Blue Backpack style with 2 straps 5" x 7" "GPPB-TSO" logo print</p> <p>Material: 500 Denier PVC Material mesh cloth Seamless welding Comfortable heavy-duty grab / snap lock handle H: 60cm W: 35cm (+/- 1cm)</p>	
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1 pc. - Battery-Free Hand Press Flashlight for Emergency

- Power source: Hand-crank/press (manual, no batteries required)
- Light source: LED bulbs
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- Special features: Hand strap for easy carrying, high-impact plastic handle



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- V-Design HDPE Shell (High-Density Polyethylene)
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B. First Aid Kit Pouch - 110 sets

1 pc - First Aid Kit Pouch with Zipper

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- 3" x 4" "First Aid Kit" and "GPPB-TSO" logo print
- Materials: 420D PVC Nylon, Water repellent
- Dimensions: 6" Height x 9" Width x 3" Depth (+/- 1inch)



<p>2 packs - Emergency First Aid Gauze Pads</p> <ul style="list-style-type: none"> - One (1) pc. per pack 4"x4" (+/- 1inch) - 12 ply 13 threads (Sterile) - Material: 12 ply 100% Cotton Woven - 4"x4" (+/- 1inch)12-Ply (Individually Wrapped) - Five (5) Years Shelf Life 	
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- Dimensions: 101.6 x 101.6 x 142.2cm (40"x40"x56") (+/- 1cm) GPPB-TSO Logo



1 pc.- Elastic Bandage with Clips

- Latex Free - 2" x 5 yards



******NOTHING FOLLOWS******