



Republic of the Philippines  
 Department of Health  
**JOSE R. REYES MEMORIAL MEDICAL CENTER**  
**BIDS AND AWARDS COMMITTEE**

DC: 8562-5338/ 8711-9491 loc. 245

bacsec@jrrmmc.gov.ph

**REQUEST FOR QUOTATION**


Date: 29 May 2024  
 RFQ No.: CBACS-2024-05-1944  
 PR No.: 2024-05-3580

NAME OF COMPANY: \_\_\_\_\_  
 COMPANY ADDRESS: \_\_\_\_\_  
 TAX IDENTIFICATION NO.: \_\_\_\_\_  
 PHILGEPS REGISTRATION NO. (if applicable): \_\_\_\_\_

Jose R. Reyes Memorial Medical Center, through its Hospital Bids and Awards Committee (HBAC), intends to procure **One (1) lot Outsourcing Services for Various Diagnostic Imaging Procedures (Nuclear Medicine) CY 2024** in accordance with section 53.2 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Please quote your **best offer** for these services described herein, subject to the Terms and Conditions provided at last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative.

For any clarification/s, you may contact us at the telephone no. **8711-94-91 local 245 or 8562-53-38** or email address at [bacsec@jrrmmc.gov.ph](mailto:bacsec@jrrmmc.gov.ph)

  
**RUFINO T. AGUDERA, MD, FPUA**  
 Chairperson, CBACS *5/28*

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

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

**TERMS OF PAYMENT:** *(Please check one)*

- Terms/ Deferred Payment  
 Cheque upon Delivery (COD)

**Note:** *No Clearing time before the delivery*

**Chairperson:** Dr. Rufino T. Agudera \_\_\_\_\_  
**Vice-Chairperson:** Ms. Rosemarie M. Saliba \_\_\_\_\_  
**Members:**  
 Ms. Araceli Daria S. Abad \_\_\_\_\_  
 Mr. Ronald Camasis \_\_\_\_\_  
 Mr. John Paul Michael Gubaton \_\_\_\_\_

**DELIVERY PERIOD:** *June to December 2024*



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**PR. No.: 2024-05-3580 (Nuclear Medicine)**

Technical Specifications (TERMS OF REFERENCE)	QTY	ABC/UNIT (PhP)	BID OFFER	TOTAL
<b>Outsourcing Services for Various Diagnostic Imaging Procedures (Nuclear Medicine) CY 2024</b>	1 lot (7 months)	29,696,000.00		
<b>PROCEDURE</b>		<b>RATE/PATIENT (PhP)</b>		
F18 FDG PET/CT – Whole body plain	192 patients	40,000.00		
F18 FDG PET/CT – Whole body with contrast	128 patients	45,000.00		
F18 PSMA PET/CT – Whole body plain	128 patients	72,000.00		
F18 PSMA PET/CT – Whole body with contrast	64 patients	75,000.00		
Bone Scan	320 patients	7,000.00		

**TERMS OF REFERENCE FOR DIAGNOSTIC IMAGING OUTSOURCING SERVICES**

• **SERVICE PROVIDER**

1. The Service has an ISO certification or equivalent (optional) for diagnostic imaging facility.
2. The Service Provider must submit Monthly Control Reports of the procedures under the contract. (Census of all procedures done monthly)
3. Service Provider shall submit a policy on Data Management Act.
4. The Service Provider shall employ qualified and experienced personnel who possess the necessary technical expertise to perform diagnostic tests safely and accurately. This includes adherence to standardized protocols, equipment maintenance and calibration.
5. The Service Provider shall be responsible for maintaining and ensuring the proper functioning of the diagnostic equipment and infrastructure used in the provision of services. Regular maintenance, quality checks and adherence to safety protocols will be prioritized.
  - The Service Provider shall conduct the transfer of scheduled patient to another site should there be problems with the PET/CT machine.
6. The Service Provider shall establish and enforce safety protocols and infection control measures to minimize the risk of healthcare-associated infections and other safety hazards.



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- This includes proper handling and disposal of biological samples, adherence to aseptic techniques and compliance with occupational health and safety regulations.

7. The Service Provider must ensure proper documentation of patients served and procedures done to be submitted to JRRMMC.

• **REFERRAL PROCESS**

1. Patient referral must be done by the requesting doctor by way of submitting a fulfilled request or referral form to the Service Provider.
  - a. The Service Contractor shall accept and countercheck patients for procedure with CAF approved request and clearance (JRRMMC internist or nephrologist) if necessary.
  - b. Non-admitted patients should undergo an enrollment process in availing the cancer assistance fund (CAF), which will be the basis for a confirmed schedule with the Service Provider;
  - c. The Service Contractor will be responsible for the patient's safety in case of emergency, until the patient is back to the hospital.
  - d. For admitted patients, the resident-in-charge of the main service must accompany the patient throughout the duration of the procedure.
  - e. The patient's clinical data shall be accessible to both service contractor and end-user.
2. The Service Provider shall submit a policy and directives on special preparation for the procedures under the contract.
3. Proper documentation of examination, including type of procedure and schedule must be done by both parties.
4. The number of patients may increase or decrease depending on the needs of the Procuring Entity with prior notice to the Service Contractor.
5. Both parties shall establish an incident reporting system to capture and analyze any adverse events or near-misses related to diagnostic services as well as timely reporting, investigation and implementation of corrective actions.
6. Both parties shall ensure necessary documents as well as financial arrangements are met in a timely manner.
7. Ensure timely scheduling of patients as well as proper orientation of patients regarding necessary preparations for specific procedures.
  - The Service Provider shall prioritize scheduling (within 3 days of coordination) of patients for scanning referred by JRRMMC.



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### • ISSUANCE OS SCAN IMAGES

1. Scan images must be available within 1 working day and transmitted through a cloud or its equivalent.
2. Provision of two (2) desktop computers with the following specifications:
  - Intel core i5 6<sup>th</sup> Gen/Ryzen 5 or higher
  - 8gb RAM or higher
  - 500gb/256 SSD for OS
  - 1Tb storage or higher
  - CD reader (2 units)
  - Desktop monitor 24 inch (2 units)
  - Viewing monitor resolution of 2K (2 units, for radiologist and nuclear medicine physicians)
  - Virtual or in-person troubleshooting (network, software, hardware)
3. Provision of a printer with the following specifications
  - Color laser jet printer
  - Compatible with windows 10 or higher
  - Should have 3600 dots per inch (dpi) color laser-class print resolution
  - Print quality for black and color must be 600x600 dpi
  - Can handle print volume of 2500/month
4. A hard copy of the images must be delivered to JRRMMC within 1-2 working days.
  - Timely release of images (1 working day from date of procedure), for the interpretation of JRRMMC consultants within 2-3 working days.
  - Include digital copy of images in the form of a CD for all procedures. The same should be made available and sent to the official email addresses of the Nuclear Medicine and Radiology Department of JRRMMC.

### • MODE OF PAYMENT

1. The Service Provider shall submit a statement of account at the end of the month and should be agreeable by both parties.
2. Reimbursement of the Service Provider is through a voucher from JRRMMC which shall be submitted within the period of 15 to 30 days upon commencement of the procedure.
3. All rendered patients should be included in the master list from MSWD as a requirement for submission to the Department of Health (DOH).

### • DURATION OF THE CONTRACT

1. Unless sooner terminated, the Contract shall be valid for Eight (8) months.
2. Equipment (e.g. computer, laptop, printer, monitors) shall be transferred to JRRMMC ownership upon the commencement of contract.



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• **DOCUMENTARY REQUIREMENTS:**

- a. Mayor's or 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 Zones or Areas;
- b. Income/Business Tax Return
- c. Omnibus Sworn Statement (notarized)

\_\_\_\_\_  
**Signature over Printed Name**

\_\_\_\_\_  
**Position/ Designation**

\_\_\_\_\_  
**Office Telephone/ Fax  
Number**

\_\_\_\_\_  
**Email address/es**

**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 the receipt of Purchase Order/ Job Order.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/ or levies payable.
4. Award of the contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest-rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
5. 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.
6. The item/s shall be delivered according to the requirements specified in the Technical Specifications (item description).
7. JRRMMC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
8. The committee reserves the right to reject any and all bids, declare a failure of bidding any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding.



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**Omnibus Sworn Statement (Revised)**  
*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

- (a) (Name of the signatory) is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;
- (b) (Name of Bidder) is not "blacklisted" or barred from bidding by the GoP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the GPPB; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
- (c) Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
- (d) (Name of Bidder) is authorizing the HoPE or his duly authorized representative/s to verify all the documents submitted;
- (e) (Name of Bidder) complies with the disclosure provision under Section 47 of the Act and this IRR, in relation to other provisions of R.A. 3019;
- (f) (Name of Bidder) complies with existing labor laws and standards;
- (g) (Name of Bidder) complies with the responsibilities of a prospective or eligible bidder provided in the PBDs
- (h) (Name of Bidder) did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity; and



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(i) In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for swindling (estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

**IN WITNESS WHEREOF**, I have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*