



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: 25 April 2024
RFQ No.: CBACS-2024-04-1649

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 this 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**


RUFINO T. AGUDERA, MD, FPUA
Chairperson, CBACS

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: May to December 2024



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PR. no.: 2024-02-1545 (Nuclear Medicine)

Technical Specifications (TERMS OF REFERENCE)	QTY	ABC/UNIT (PhP)	BID OFFER/ UNIT	TOTAL
Outsourcing Services for Various Diagnostic Imaging Procedures (Nuclear Medicine) CY 2024	1 lot	29,696,000.00		
PROCEDURE		RATE/PATIENT (PhP)		
F18 FDG PET/CT – Whole body plain	24 patients	40,000.00		
F18 FDG PET/CT – Whole body with contrast	16 patients	45,000.00		
F18 PSMA PET/CT – Whole body plain	16 patients	72,000.00		
F18 PSMA PET/CT – Whole body with contrast	8 patients	75,000.00		
Bone Scan	40 patients	7,000.00		

TERMS OF REFERENCE FOR DIAGNOSTIC IMAGING OUTSOURCING SERVICES

• **SERVICE PROVIDER**

1. The Service Provider must be a tertiary diagnostic imaging facility.
2. The Service Provider must submit Monthly Control Reports of the procedures under the contract.
3. The Service Provider must be ISO Certified or its equivalent.
4. Service Provider shall submit a policy on Data Management Act.
5. 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.
6. 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.



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7. 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. This includes proper handling and disposal of biological samples, adherence to aseptic techniques and compliance with occupational health and safety regulations.
8. The Service Provider shall furnish the JRRMMC a dedicated software that can provide real-time access for initial assessment of results by the requesting Service.
9. 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. 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;
 - b. Full responsibility should be rendered by the Service Provider in case an emergency arise for non-admitted patients.
 - c. An approved stamped request form should be presented and that conduct of preparation will be done by the Service Provider.
 - d. Admitted patients should be screened primarily by the Nuclear Medicine and Radiology Department, and provide the medical history, current medications and any specific instructions or precautions (to include preparatory condition of the patients) relative to the diagnostic procedures.
 - e. At least a Medical Officer will accompany the patient throughout the duration of the procedure who will be responsible for the patient's safety in case of emergency, until the patient is back to the hospital.
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.



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4. The number of patients may increase or decrease depending on the needs of the Procuring Entity with prior notice to the Service Provider.
- 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.
 - Both parties shall ensure necessary documents as well as financial arrangements are met in a timely manner.

SCHEDULING

- Ensure timely scheduling of patients as well as proper orientation of patients regarding necessary preparations for specific procedures.

RESULTS

- Timely release of results (1-2 working days from date of procedure)
- Include digital copy of results in the form of a CD or USB 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.
- Results for admitted patients should be sent to JRRMMC.

PAYMENT

- The Service Provider shall submit a statement of account at the end of the month and should be agreeable by both parties.
- 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.
- 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

- Unless sooner terminated, the Contract shall be valid for Eight (8) months.



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DOCUMENTARY REQUIREMENTS:

- (a) NFCC (Net Financial Contracting Capacity)
- (b) Income/Business Tax Return
- (c) 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;
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
- (e) 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.