



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9724802  
**Procuring Entity** PHILIPPINE RACING COMMISSION  
**Title** PROCUREMENT OF SERVICE PROVIDER FOR THE ANNUAL MEDICAL AND PHYSICAL EXAMINATION AND DRUG TESTING OF THE PHILIPPINE RACING COMMISSION FOR THE YEAR 2023  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	PRC-2023-021	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Diagnostic and Laboratory Services		
<b>Approved Budget for the Contract:</b>	PHP 138,000.00	<b>Document Request List</b>	7
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	06/05/2023
<b>Contact Person:</b>	Liza Malabag Lansangan Administrative Officer V 4th Flr. Electra House Bldg., Esteban St. Legaspi Village Makati City Metro Manila Philippines 1200 63-2-88137778 63-2-88137778 bac@philracom.gov.ph	<b>Last Updated / Time</b>	06/05/2023 00:00 AM
		<b>Closing Date / Time</b>	12/05/2023 10:00 AM

#### Description

##### TERMS OF REFERENCE

PROCUREMENT OF SERVICE PROVIDER FOR THE ANNUAL MEDICAL AND PHYSICAL EXAMINATION AND DRUG TESTING OF THE PHILIPPINE RACING COMMISSION FOR THE YEAR 2023

##### I. PROJECT DESCRIPTION AND OBJECTIVE

The project aims the procurement of a reputable and competent service provider for the annual medical and physical examination of Sixty-six officials and employees of the Philippine Racing Commission on 13 June 2023.

The Annual Medical and Physical Examination (AMPE) of PHILRACOM personnel serves as a mandatory tool to monitor the health status of the employees by providing routine diagnostic, screening, and other ancillary procedures to ensure early detection and prevention of disease. AMPE is conducted pursuant to Administrative Order No. 402, s. 1998, CSC and Memorandum Circular No. 33, s. 1997.

The PHILRACOM AMPE aims to:

- a. Ensure early detection and prevention of diseases caused by workplace stresses as well as occupational health and safety hazard;
- b. Guide the planning and establishment of relevant wellness program for PHILRACOM officials and employees.

On the other hand, the drug testing will be conducted pursuant to the PHILRACOM Drug-Free Workplace Policy in accordance with the Republic Act No. 9168, otherwise known as "The Comprehensive Dangerous Drugs Act of 2002" and its Implementing Rules and Regulations (IRR), and CSC Memorandum Circular No. 13, s. 2017.

## II. APPROVED BUDGET FOR THE CONTRACT (ABC) AND FUND SOURCE

The fund for this project shall be sourced from the General Fund.

The ABC of the proposed activity is ONE HUNDRED THIRTY-EIGHT THOUSAND PESOS (PHP 138,000.00) or a price not exceeding Two Thousand Pesos (PHP 2,000.00) for the set of procedures/examinations per employee, inclusive of all the applicable government taxes and charges.

## III. GENERAL REQUIREMENTS

A. The Supplier/Service provider must be duly accredited or licensed by the Department of Health (DOH).

B. The Supplier/Service provider must provide the following diagnostics, medical screening, and examination procedure:

- a. Physical Examination
- b. Urinalysis
- c. ECG-Electro Cardiogram
- d. Fasting Blood Sugar (FBS)
- e. Total Cholesterol
- f. Blood Uric Acid
- g. Blood Urea Nitrogen
- h. Liver Enzymes (SGPT and SGOT)
- i. Creatinine
- j. Triglycerides
- k. Potassium
- l. HDL (Good Cholesterol)
- m. LDL (Bad Cholesterol)
- n. CBC (complete blood count with platelet count)
- o. Chest x-ray
- p. Drug Test (MET, THC)
- q. Pap Smear for female employees

C. The Supplier/Service provider must provide at least one (1) licensed physician, and courteous and well-trained staff to assist in the conduct of the annual medical and physical examination and drug testing.

D. The Supplier/Service provider shall provide a mobile clinic for x-ray.

E. The Supplier/Service provider shall accommodate employees who were absent during the medical and physical examination to undergo the same procedure at the Supplier's/Service Provider's laboratory/clinic

F. The Supplier/Service Provider shall provide at least one (1) licensed physician to read/interpret/explain the results of the medical examinations to the employees and prescribe medicines, if needed.

## IV. QUALIFICATIONS OF THE SUPPLIER

- A. Must be PhilGEPS Registered;
- B. Must be engaged in business for at least two (2) years; and
- C. Must submit a company profile.

## V. MODE OF PROCUREMENT

The procurement for the Service provider for the PHILRACOM Annual Medical and Physical Examination and Drug Testing shall be undertaken through Negotiated Procurement - Small Value Procurement (Sec. 53.9).

## VI. TERMS OF PAYMENT

A. Payment shall be based on the total number of employees that have undergone the annual medical and physical examination, and drug testing.

B. Payment shall be made upon completion of the above scope of work duly certified and accepted by the end user.

C. Payment shall be made within fifteen (15) days after submission of the Billing and Certificate of Completion and Acceptance.

#### VII. LIQUIDATED DAMAGES

A. Failure to comply with the Terms and Conditions of the Contract will result in the payment of corresponding penalties/liquidated damages in the amount equal to ten percent (10%) of the Contract Price by the winning Supplier.

B. For entitlement to such liquidated damages, PHILRACOM need not prove the damages incurred. Said damages in any amount shall be deducted from any money due or which may become due to the Supplier under the Contract and/or collect such liquidated damages from the retention money or other securities posted by the Supplier at the PHILRACOM's convenience.

#### VIII. RIGHT TO ACCEPT OR REJECT QUOTATION AND/OR ANNUL THE PROCUREMENT PROCESS

PHILRACOM reserves the right to accept or reject any quotation, to annul the procurement process, or not to award the contract without thereby incurring any liability to the affected bidder or bidders.

#### IX. CONFORMANCE WITH THE EXISTING LAWS

The procurement process for this undertaking shall be executed by Republic Act 9184, otherwise known as the Government Procurement Reform Act, and its Revised Implementing Rules and Regulations.

**Created by** Liza Malabag Lansangan

**Date Created** 05/05/2023

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