

TERMS OF REFERENCE
VARIOUS MEDICAL SUPPLIES AND MEDICINES
APPROVED BUDGET FOR CONTRACT: P 99, 999.50

I	BACKGROUND		
	The Human Resources Management Office (HRMO) intends to procure various medical supplies for the Department.		
II	OBJECTIVE		
	To procure various medical supplies for the Department for C.Y. 2024.		
III	Technical Specifications	STATEMENT OF COMPLIANCE	
	The supplier shall deliver the following supplies and materials:		
	ITEMS	Unit	Quantity
	WOUND CARE KIT:		
	Adhesive bandage, 100 pcs/ box	box	3
	Isopropyl Alcohol 70%, 500 ml	btl	45
	Povidone Iodine 10%, 30ml	btl	20
	Hydrogen Peroxide, 60 ml	btl	30
	Mupirocin ointment, 5g/tube	tube	2
	Methyl Salicylate, Menthol Nux Vomica, Pinelliae Tuber, Drynaria, Liquorice Huperzia Serrate, Pseudoginseng, Medicated Spray	pc	3
	Aromatic Spirit of Ammonia, 30 ml/bottle	btl	2
	MEDICINES:		
	Clonidine, 75 mcg/tab; 100 tablets per box	box	1
	Lanzoprazole 30 mg/cap; 30 pcs per box	box	10
	Omeprazole 40 mg/cap; 100 capsules per box	box	1
	Hyoscine N-Butylbromide 10 mg/tab; 100 tablets per box	box	1
	Sodium Alginate + Sodium Bicarbonate + Calcium Carbonate, Liquid sachet / 100 sachet per box	box	1
	Aluminum Hydroxide, Magnesium Hydroxide, Simethicone, 178mg/233mg/30mg, 100 tablets per box	box	1
	Oral Rehydration Solution sachet 100 sachet per box	box	1
	Metoclopramide, 10 mg/tablet; 100 tablets per box	box	1
	Amoxicillin, 500 mg/cap; 100 capsules per box	box	2
	Ambroxol 30mg / tab; 100 tab per box	box	3
	Amlodipine 10 mg/tab; 100 tab per box	box	2

Phenylpropanolamine HCl, Chlorphenamine Maleate; Paracetamol, 25mg/2mg/325mg, 100pcs per box	box	8	
Betahistine, 16 mg/tablet; 100 tablets per box	box	1	
Cinnarizine, 25 mg/tablet; 100 tablets per box	box	1	
Mefenamic Acid 500 mg/tab; 100 tablets	box	2	
Ibuprofen 200 mg/tab; 100 tab per box	box	4	
Celecoxib 200 mg/capsule; 100 tablets per box	box	2	
Paracetamol, 500 mg/tab; 100 tablets per box	box	1	
Cetirizine Hcl 10 mg/tab; 100 tablets per box	box	2	
Loratadine 10 mg/tablet; 100 tablets per box	box	1	
Hyoscine N-Butylbromide 20mg/amp	pc	2	
Metoclopramide, 10mg/amp	pc	3	
Ranitide ampule, 50mg/2ml	pc	2	
Diphenhydramine 50 mg/amp	pc	5	
OTHER SUPPLIES:			
Nebulizing kit with Mask (Adult Size)	pc	20	
Nebulizing kit with mask (child Size)	pc	5	
Salbutamol + Ipratropium nebule 20 pcs per box	box	3	
Methyl Salicylate, Menthol Crystals, Eucalyptus Oil small, 40mg/30mg/18mg per 100mg	pc	2	
Disposable Paper Cups 8 oz	pc	200	
Hot water bag (small)	pc	2	
Ice bag (small)	pc	2	
Sterile Tongue Depressor 100 pcs per box	box	1	
Sterile Cotton Applicator 100 pcs per box	box	1	
Disposable Non-Latex examination gloves (Small) 100 pcs per box	box	1	
Disposable Non-Latex examination gloves (Medium) 100 pcs per box	box	2	
Disinfectant Spray (Lysol) 510 g/spray bottle	pc	15	
Methyl salicylate l-Menthol, Tocopherol acetate (Vitan E) dl-Camphor, 36mg/ 33mg/ 12/mg/7.1mg per Patch, 10 pcs/box	box	2	
4 x 4 OS /Gauze 100 pcs per box	box	3	
Digital Thermometer (Forehead)	pc	1	

CBG Machine / Glucometer Machine	pc	1	
CBG Strips (compatible to the Glucometer Machine) 25 strips per box	box	3	
Lancet 100 pcs per box	box	1	
Elastic Bandage 4"	pc	20	
Arm Sling (MEDIUM)	pc	8	
Arm Sling (LARGE)	pc	8	
Penlight	pc	1	
Glutaraldehyde Solution 5L/ bottle	bot	2	
0.9% Sodium Chloride 100 ml bottle	btl	2	
Sterile Water 100 ml/bottle	btl	5	
Irrigating Solution 1 liter/bottle	btl	7	
3 cc syringe (100 pcs per box)	box	1	
10 cc syringe (100 pcs per box)	box	1	
Yellow Garbage Bag (Large size) 100 pcs per pack	packs	10	
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* The goods must be brand-new and of a reputable/well-known brand.

For clarification of the item kindly email: hrmo.property@dfa.gov.ph

IV. SUPPLIER RESPONSIBILITIES:

- * The Supplier must Deliver the above items by 2-3 weeks from receiving Notice to Proceed
- * The Supplier shall ensure the quality of the items procured. If the consumable items are found to be inferior or pose hazards such as food poisoning or spoilage, the DFA reserves the right to file a complaint against the provider.
- * The Supplier must Submit mPhilGEPS Registration, Latest ITR and Mayor/Business Permit

V. SUPPLIER QUALIFICATIONS

- * The provider must have the capability, resources and experience in partnering with private/government corporation (The provider must submit a company profile as a basis)
- * The service provider must be registered with mPhilGEPS in compliance with the government's procurement regulations.

VI. PAYMENT TERMS: Send-Bill Arrangement

COMPANY NAME / SUPPLIER:

COMPANY ADDRESS:

CONTACT PERSON:

CONTACT DETAILS: