



INVITATION /REQUEST FOR SUBMISSION OF PRICE QUOTATION  
Posted in PhilGEPS Website/Conspicuous Place at the Procuring Entity

The University of Science & Technology of Southern Philippines, through the Bids and Awards Committee (BAC) hereby invites interested parties to submit quotation for the procurement of the following item:

Reference No	Qty.	Unit	Specification/Description	Budget for the Contract	Mode of Procurement
RFQ-NP-SVP-641-2021	Please see details below	Please see details below	<b>Negotiated Procurement for Outsourcing of Dental Services.</b>	<b>₱500,000.00</b>	Small Value Procurement- Section 53.9, Rule XVI, Revised IRR of RA 9184)

Deadline for the submission of quotation is on November 05, 2021 at 12:00 noon at the Procurement Unit, 2nd Floor, USTP Gymnasium building. You may submit your quotation through fax number 856-4696 / 856-1739 or through personal delivery in a sealed envelope.

The University of Science & Technology of Southern Philippines reserves the right to accept or reject any or all bids / price quotations, to annul the process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

  
Re: ATTY. JONATHAN S. OCHE  
BAC I Chairman



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panao

Date: November 02, 2021  
Quotation No.: RFQ-NP-SVP-641-2021

Name of Project: Procurement of Outsourcing of Dental Services.

The Manager

Cagayan de Oro City

Please quote your lowest price on the item/s listed below, subject to the general Conditions stated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than November 05, 2021 at 12:00 noon. Please enclosed in a sealed envelope.

ATTY. JONATHAN S. OCHE

BAC Chairman

- NOTE:
1. DELIVERY PERIOD WITHIN 7 CALENDAR DAYS UPON RECEIPT OF PO.
  2. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
  3. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED. (if applicable)
  4. THE USTP RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS FOR ANY JUSTIFIABLE AND REASONABLE GROUND WHERE THE AWARD OF THE CONTRACT WILL NOT REDOUND TO THE BENEFIT OF THE GOP.
  5. REQUIREMENTS: 1) PHILGEPS REGISTRATION (PLATINUM MEMBERSHIP).

ITEM #	QTY	UNIT	DESCRIPTIONS AND SPECIFICATIONS	APPROVED UNIT COST (php)	UNIT PRICE
1	1	lot	Outsourcing of Dental Services Professional fee for outsourcing dentist ( See attached TOR)	500,000.00	

Delivery Period:

Price Validity:

After having carefully read and accepted for General Conditions, I/We quote on the item at prices noted above.

Colonia-Outsourcing  
RFQ-NP-SVP-641-2021  
Resolution No. 753 s. 2021  
PR No.-202110-727

Tel. # /address/e-mail add

Date

C.M. Recto Avenue, Lapasan, Cagayan de Oro City 9000 Philippines, Tel. Nos. +63 (88) 856 1738; Telefax +63 (88) 856 4696 | www.ustp.edu.ph

**I. Terms of References for Outsourced Dentist**

1. Qualifications
  - a. He/she must be a Licensed Doctor of Dental Medicine
  - b. He/she have a dental clinic with complete facilities that can comply with the dental services requirements of the University.
  - c. He/she must have an updated Business Registration and can issue an official receipt.
  - d. He/she must have an updated PRC I.D.
2. Dentist shall perform simple oral prophylaxis, light cure and temporary filling/surface, and simple tooth extraction as endorsed by the USTP dental coordinator at costs mentioned below.
3. Other treatments may be performed by the Dentist upon request of the student at the student's own expense.
4. The contract will start on the month that the dentist will be hired and will be terminated on the 12<sup>th</sup> month. This is a twelve-months contract.
5. The contract is renewable one (1) month before the expiry of the contract.
6. Dentist will render services at their clinic.
7. Dentist shall have a regular clinic schedule covering at least five days a week, between Mondays to Saturdays for students to avail of their services.
8. During summer, dental services may be availed of by the enrolled students and those who were enrolled in the immediately preceding second semester.
9. There is no employee-employer relationship between two parties (Dentist and USTP)
10. For the convenient and easy access by the students, the outsourced dental clinics will be located within a 6-kilometer radius from the campus, entailing a single commute by jeepney and such other locations that may be identified by the Office of the Student Affairs in which locations a large number of students reside.

## II. Billing and Payment of Dental Services

1. Procedures/ Treatment/ Service Fee:
  - a. Consultation= P130.00 per service per student (free if student avails of another service)
  - b. Oral Prophylaxis (simple/mild) =P380.00 per service per student
  - c. Simple Tooth Extraction= P380.00 per service per student
  - d. Permanent Filling= P330.00 per surface per student
  - e. Temporary Filling= P230.00 per surface

Note: In the midst of pandemic, the outsourced dentist may submit his/her proposed request of increase of increase per service per student to the Chancellor of USTP CDO campus. This is for the infection control/hazard fee to ensure the safety of the dental clients. Once the situation goes back to normal, the dentist will automatically revert to the agreed amount stated above.


2. Each Dentist will be contracted by the University for one (1) year with a total consideration of not more than P500,000 which can accommodate a minimum of 1,250 student (if each student avails of the maximum allowable treatment cost of P400) to a maximum of 3,333 students (if each student avails of consultation only at P150).
3. The outsourced dentist will bill USTP at least once a month for services rendered, in accordance with the rates mentioned.

Dentist's billing shall contain the corresponding information:

- Name
- Type of treatment/service
- Date of treatment/ service was administered
- Amount of service rendered
- Certification of correctness of data by the dentist
- With attached USTP Dental Clinic slip for outsourced dentist

When the documents are complete and in order, payment for dental services will be remitted within 15 days after billing is received by the USTP-CDO Accounting Unit.

Prepared by:

  
Gwen N. Calonia, DMD  
Dentist II, Head of Dental Services