



Department of Health
 Central Luzon Center for Health Development
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
 P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105



Contact No: 09688545320 Email: procurement@mmwgh.gov.ph; procurement.mmwgh@gmail.com; Website: mmwgh.gov.ph

REQUEST FOR QUOTATION

Date: March 22, 2023
 PR No.: 2023-03-0158 (IHOMS)

A.
Business Name: _____
Address: _____
Contact No./ Email: _____
TIN: _____

B.
Sir/ Madam:

The Mariveles Mental Wellness and General Hospital (MMWGH) through its Bids and Awards Committee invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the item/s described herein subject to the Terms and Conditions and/or Technical Specifications and within the Approved Budget for the Contract. (ABC)

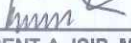
Required Documents/ Information to be submitted as attachments to the quotation/ Proposal

- PhilGEPS Registration Number/ Certificate
- Mayor's/ Business Permit
- DTI/ SEC Certificate
- BIR Form 2303
- Tax Clearance
- Sample Invoice/ O.R./ C.R.
- Omnibus Sworn Statement (for ABCs above 50K; for winning bidder only)
- Income/ Business tax Return (for ABCs above 500K)

C.
 This pro-forma quotation maybe submitted through registered or electronic mail to the BAC Secretariat at above address or email to procurement@mmwgh.gov.ph or procurement.mmwgh@gmail.com on or before _____, 5PM subject to the following **Terms and Conditions**:

- 1 All entries shall be typed or written in a clear legible manner
- 2 All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
- 3 Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to (BIR 2307) 5% VAT/ 1% Non-VAT and (BIR 2307) 1% EWT (Goods) or 2% EWT (Services) deductions
- 4 MMWGH may require you to submit additional documents that will prove your legal, financial and technical capability to undertake this contract
- 5 Salient provisions of the Revised IRR (RIRR) of Republic Act (RA) 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed
- 6 MMWGH reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Section 41 of the same RIRR
- 7 In case of tie quotations, the BAC shall adopt and employ "toss coin" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005
- 8 In case supplier's pro forma quotation is submitted, conditions will be governed by the submitted signed Request for Quotation/Proposal and/or Technical Specifications
- 9 **Delivery terms:** Delivery to MMWGH within ten (10) working days upon receipt of Purchase Order (PO) or within the working days indicated in the PO.
- 10 **Payment terms:** Fifteen (15) working days upon completion of delivery

Very Truly Yours


VINCENT A. ISIP, MPA
 Chief Administrative Officer

D.

Item No.	QTY	Unit	ABC	Technical Specifications/ Description	(to be filled up by the supplier)		
					Brand/ Model	Unit Price	Total Amount
	1	set	110,000.00	Customized Minimalist Office Tables			
				Materials AAA grade moisture resistant melamine on marine plywood substrate stipple/matte finish;			
				heavy duty full extension ball bearing type			
				drawer guides, 2x2 tubular metal legs on matte black or white finish;			
				1 set - customized L-shape office table with 5 drawers			
				with lock and cable management hole with cover			
				cable management hole with cover,			
				L:200CM/200CM x W:80CM/60CM, x H:76CM;			
				1 set - customized minimalist table with cable			
				management holes with cover, L:240CM x W:60cm			
				x H:76CM;			
				1 set - customized 8-seater workstation table with			
				cable management holes in the middle with cover			
				L:360CM x W:180CM x H:76M;			



PURCHASE REQUEST

Entity Name: MARIVELLES MENTAL HOSPITAL

Fund Cluster: 05-16F/01

Office/Section: IHOMP

PR No.: 2023030158

Date: March 06, 2023

Responsibility Center Code: 2001-IHO

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Units	Customized minimalist office tables, materials: AAA grade moisture resistant melamine on marine plywood substrate stippled/matte finish; heavy duty full extension ball bearing type drawer guides, 2x2 tubular metal legs on matte black or white finish; 1 set - customized L-shape office table with 5 drawers with lock and cable management hole with cover, E:200CM/200CM x W:80CM/60CM, x H:76CM; 1 set - customized minimalist table with cable management holes with cover, L:240CM x W:60cm x H:76CM; 1 set - customized 8-sealer workstation table with cable management holes in the middle with cover, L:360CM x W:180CM x H:76M; 1 set - customized minimalist table with cable management holes with cover, L:220CM x W:60cm x H:76CM; 1 set - customized T-shape minimalist table with cable management holes with cover, L:560CM/100cm x W:60cm x H:76CM; (IHO-50)	1	110,000.00	110,000.00
		FUNDS AVAILABLE			
		LAARNI DC MAGLAQUI, MBA			
		SAD - Budget Unit			
					110,000.00

Purpose: Office supplies

Requested by: _____
 Signature : _____
 Printed Name : SHIELA ROSE P. ARINGO
 Designation : Computer Maintenance Technologist III

Approved by: _____
 Signature : _____
 Printed Name : MARIA LOURDES L. EVANGELISTA, MD, FPPA
 Designation : Medical Center Chief II