



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: June 5, 2023

PR No.: 2023-05-0345 (NUR)

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**

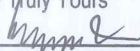
- PhilGEPS Registration Number/ Certificate
- Mayor's/ Business Permit
- DTI/ SEC Certificate
- BIR Form 2303
- Tax Clearance
- Sample Invoice/ O.R./ C.R.
- Omnibus Sworn Statement (for ABCs above 50K; for winning bidder only)
- Income/ Business tax Return (for ABCs above 500K)

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 13-Jun-2023, 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
	5000	piece	100,000.00	<b>OPU Booklet Printing</b>			
				please refer to sample booklet			
				<b>**nothing follows**</b>			
						Total Amount in Figures	
						Total Amount in Words	
		Total:	<b>100,000.00</b>				

Note: Incomplete description of item/s will invalidate your quotations.

RFQ served by:

\_\_\_\_\_  
**KRISTINE ANN C. AVELINO**  
 Canvasser

\_\_\_\_\_  
 Printed Name/Signature of Bidder

MMH-04-08-01

*Maramba*  
*Marketing Center*

**PURCHASE REQUEST**



Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 05

Office/Section : NURSING PR No.: 2023-05-0345 Date: May 23, 2023  
 Responsibility Center Code : NUR-NUR

Stock/Property No	Unit	Item Description	Quantity	Unit Cost	Total Cost
	piece	NUR-317: OPU Booklet Printing	5000	20.00	100,000.00
		*nothing follows*			
<b>FUNDS AVAILABLE</b>					
<i>Always</i> <b>LAARNI DC MAGLAQUI, MBA</b>					
SAO - Budget Unit					
<b>Total</b>					<b>100,000.00</b>

Purpose: OPU Booklet used to facilitate HRN and patients at the OPU (5000) OPU - L.Mardo.

<p>Requested by:</p> <p>Signature : </p> <p>Printed Name : <u>RONALD S. HERNANDEZ, RN</u></p> <p>Designation : <u>Nurse IV/In-charge, CSSU</u></p>	<p>Approved by:</p> <p></p> <p><u>MARIA LOURDES L. EVANGELISTA, MD.</u>  <u>FPPA</u>  <u>Medical Center Chief II</u></p>
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