



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 9, 2023
 PR No.: 2023-05-0354 (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 16-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
	1	unit	140,500.00	Copier Machine			
				Technical Specs:			
				-Operating Panel: 5.7" QVGA Black and White			
				LCD Touch Screen			
				- Memory: 256MB RAM 230 V models, maximum			
				512MB RAM			
				-Network Interface Connection: Ethernet 10/100Base			
				TX			
				-Other Interface: USB 2.0 (device) x1			
				-Copy/Print Speed: Letter up to 20ppm, Legal up to			
				13ppm, 11"x17" up to 15ppm			
				-Warm up Time: From Power On: 30 seconds or less			
				From Sleep time: 1 Second or Less			
				-First-Copy-Out-Time (Letter:5.4 seconds)			
				-Paper Sources (20lb. Bond): 2520 1 paper cassette			
				250 sheet			
				-Output Paper Size: Cassette 1: 1"x17", Legal, Letter			
				Letter-R, Statement-R, Executive, Bypass, 11"x17"			
				Legal, Letter, Letter-R, Statement-R, Executive,			
				Envelopes, COM10 No, 10/Monarch/DL/ISO-C5),			

			Custom Size (3-15/16" to 11-1/16;x5-7/8" to 17" (99mm to 297mm x 148mm to 432mm)		
			-Acceptable Paper Weight: Cassette: 17lb. Bond to 24 lb. Bond (62 to 90g/m2)		
			-Bypass: 17lb. Bond to 34lb. Bond (64 to 128g/m2)		
			-Duplexing: Paper Size: Automatic Trayless Duplexing (Executive to 11"x17")		
			Paper Weight: 17lb. Bond to 24lb. Bond (64 to 90mg/m2)		
			-Power Requirements/Plug: 230V 50/60Hz, 6.9A		
			NEMA 5-15		
			-Weight: cApproximately 156lb (70.7kg)		
			-Enginer Resolution: 1200 x 1200 dpi (maximum)		
			-PDL Support: UFR II LT		
			-Print Driver Supported OS: -UFR II LT, PostScript		
			3 Emulation: Windows 200, XP, Vista, 7, Server 2003		
			Server 2008, Citrix Presentation Server 4.0/4.5		
			Citrix XenApp 5.0, XenDesktop 2.0/2.1/3.0		
			Mac OS x 10.6.1, SAP;-PCL5e/6: Windows 200,		
			XP Vista, 7, Server 2003, Citrix Presentation Server		
			1.0/4.5, Citrix Xenapp 5.0, XenDesktop 2.0/2.1/3.0		
			-Inclusion: Toner, Warranty Certification		
	1 piece	6,500.00	Black Toner Cartridge		
			Technical Specs:		
			Color: Black		
			-Yield: 14,000 Copies Estimated		
			-Suitable for Cannon IR-2525i, IR-2520i, IR-253-		
			IR-2545 Copier		
			-NPG-51 Black Toner		
			Nothing Follows		
					Total Amount in Figures
					Total Amount in Words
		Total:	147,000.00		

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

PURCHASE REQUEST

Entity Name: **MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL** Fund Cluster: **05**
 Office/Section: **NURSING** PR No.: **2023-05-0354** Date: **May 24, 2023**
 Responsibility Center Code: **NUR-NUR** **12 5 MAY 2023**

Stock Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	unit	NUR-316: Photocopier Machine (Black and White) Technical Specs: -Operating Panel: 5.7" QVGA Black and White LCD Touch Screen -Memory: 256MB RAM 230 V models, maximum 512MB RAM -Network Interface Connection: Ehemet 10/100Base-TX -Other Interface: USB 2.0 (Device) x1 -Copy/Print Speed: Letter up to 20 ppm, Legal up to 13ppm, 11"x17" up to 15ppm -Warm Up Time: From power On: 30 seconds or less; From Sleep Time: 1 second or less -First-Copy-Out-Time (Letter: 5.4 seconds) -Paper Sources (20lb. Bond): 2520 1 paper cassette 250 sheet -Output Paper Size: Cassette 1: 11"x17", Legal, Letter, Letter-R, Statement-R, Executive; Bypass: 11"x17", Legal, Letter, Letter-R, Statement-R, Executive, Envelopes, COM10 No.10/Monarch/DL/ISO-C5), Custom Size (3-15/16" to 11-1/16":x5-7/8" to 17" (99mm to 297mm x 148mm to 432mm) -Acceptable Paper Weight: Cassette: 17lb. Bond to 24 lb. Bond (62 to 90g/m2); Bypass: 17lb. Bond to 34lb. Bond (64 to 128g/m2) -Duplexing: Paper size: Automatic Trayless Duplexing (Executive to 11"x17"); Paper Weight: 17lb. Bond to 24lb. Bond (64 to 90mg/m2) -Power Requirements/Plug: 230V 50/60Hz, 6.9A/NEMA 5-15P -Weight: cApproximately 156lb (70.7kg) -Engine Resolution: 1200 x 1200 dpi (maximum) -PDL Support: UFR II LT -Print Driver Supported OS: - UFR II LT, PostScript 3 Emulation: Windows 200, XP, Vista, 7, Server 2003, Server 2008, Citrix Presentation Server 4.0/4.5, Citrix XenApp 5.0, XenDesktop 2.0/2.1/3.0, Mac OS x 10.6.1, SAP; - PCL5e/6: Windows 200, XP, Vista, 7, Server 2003, Citrix Presentation Server 1.0/4.5, Citrix XenApp 5.0, XenDesktop 2.0/2.1/3.0 -Inclusion: Toner, Warranty Certification	1	140,500.00	140,500.00
	piece	NUR-316: Black Toner Cartridge Technical Specs: Color: Black -Yield: 14,000 Copies Estimated -Suitable for Canon IR-2525i, IR-2520i, IR-253-, IR-2545 COpier -NPG-51 Black toner	1	6,500.00	6,500.00
Total					147,000.00

Purpose: Use for printing of Nursing forms and documents. CSSU (R. Hernandez)

FUNDS AVAILABLE

Signature
LAARNI DE MAGLAQUI, MBA

Requested by:
 Signature:
 Printed Name: **RONALD S. HERNANDEZ, RN**
 Designation: **Nurse IV/In-charge, CSSU**

Approved by:
Signature
CORAZON I. FLORES, MD, MPH, CESO IV
DIRECTOR IV

Signature