

shopping

Cydia D. Ramos, Appendix 60

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 01

Office/Section : LABORATORY		PR No.: <u>2023-06-0410</u> Responsibility Center Code : MED-LAB			Date: 16 June 2023	
Stock/ Property No.	Unit	Item Description		Quantity	Unit Cost	Total Cost
OF-P5	Ream	LAB-135	PAPER, MULTICOPY/ MULTI-PURPOSE, A4, 80 gsm	180	260.00	46,800.00
OF-T2	Piece	LAB-135	TAPE, masking, 24mm x 25 yards	14	60.00	840.00
OF-R1	Piece	LAB-135	RECORD BOOK, 300 PAGES, size: 214mm x 278mm (8.5 x 11 inches)	60	250.00	15,000.00
OF-T4	Piece	LAB-135	TAPE, transparent, 24mm X 20 m	5	30.00	150.00
OF-T12	Piece	LAB-135	TAPE, transparent, 48mm x 30 m	5	50.00	250.00
OF-S6	Box	LAB-135	STAPLE WIRE, standard (No. 35); 5000/ box	10	50.00	500.00
MS-A5	Gallon	LAB-135	Alcohol, Ethyl, 68-72%, 1 Gallon	30	600.00	18,000.00
OS-S8	Bottle	LAB-135	LIQUID HAND SOAP, (400-500mL)- refill	40	220.00	8,800.00
FUNDS AVAILABLE						
<i>Laarni DC Maglaqui</i>						
LAARNI DC MAGLAQUI, MBA						
TOTAL						90,340.00

Purpose: For laboratory results; laboratory office documents; and disinfection

Requested by: *Lady Charlene S. Villapando*
 Signature : *Lady Charlene S. Villapando*
 Printed Name : LADY CHARLENE S. VILLAPANDO, RMT
 Designation : Medical Technologist IV

Approved by: *Corazon I. Flores*
 Signature : *Corazon I. Flores*
 Printed Name : CORAZON I. FLORES, MD, MPH, CESO IV
 Designation : Director IV



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 30, 2023
 PR No.: 2023-06-0410 (LAB)

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

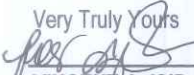
B.
Sir/ Madam:
 The Mariveles Mental Wellness and General Hospital (MMWGH) through its Bids and Awards Committee invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the item/s described herein subject to the Terms and Conditions and/or Technical 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 07-Jul-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	180	Ream	46,800.00	PAPER, Multicopy/Multipurpose, A4, 80gsm			
2	14	Piece	840.00	TAPE, Masking, 24mm x 25 yards			
3	60	Piece	15,000.00	RECORD BOOK, 300 Pages, size 214mm x 278mm (8.5 x 11 inches)			
4	5	Piece	150.00	TAPE, Transparent, 24mm x 20m			
5	5	Piece	250.00	TAPE, Transparent, 48mm x 30m			
6	10	Box	500.00	STAPLE WIRE, Standard (No. 35); 5000/box			
7	30	Gallon	18,000.00	ALCOHOL, ethyl, 68-72%, 1 Gallon			
8	40	Bottle	8,800.00	LIQUID HANDSOAP, (400-500mL)-refill			
				Nothing Follows			
							Total Amount in Figures
							Total Amount in Words
		Total:	90,340.00				

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