



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: July 27, 2023

PR No.: 2023-07-0503 (NDU)

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

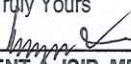
- PhilGEPS Registration Number/ Certificate
- Mayor's/ Business Permit
- DTI/ SEC Certificate
- BIR Form 2303
- Tax Clearance
- Sample Invoice/ O.R./ C.R.
- Omnibus Sworn Statement (for ABCs above 50K; for winning bidder only)
- Income/ Business tax Return (for ABCs above 500K)

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 02 AUG 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	18	pack	2,844.00	Cheese, 440 grams			
2	12	tub	17,400.00	Mayonnaise, real mayonnaise made with real egg 3.5L			
3	420	pack	159,600.00	Milk powder with iron, zinc, vit c, minimum of 840 grams			
4	990	can	74,250.00	Milk, Classic, original evaporated milk, 370ml			
5	6	gallon	5,280.00	Pickle relish, 1gal			
6	12	case	19,800.00	Spread, liver, 85 grams x 48 cans			
7	720	kilogram	68,400.00	Sugar washed, real cane, 1 kg			
8	200	pack	26,000.00	Tomato Sauce, original style 1000 grams			
9	6	case	17,280.00	Tuna Flakes in Oil, 420 grams x 24 cans			
				see attachment for delivery quantity			
				Nothing Follows			
							Total Amount in Figures
							Total Amount in Words
		Total:	390,854.00				

RFQ served by:

KRISTINE ANN C. AVELINO
Canvasser

Printed Name/Signature of Bidder

MMH-04-08-01



MARIVELES MENTAL WELLNES AND GENERAL HOSPITAL
P. Monroe St., Poblacion, Mariveles, Bataan



TERMS AND CONDITIONS

Procurement of Food Stuff for the month of 2nd Semester of year 2023

• **Delivery**

- All deliveries shall be subjected to inspection for quality and acceptability by the Agency Inspector/s.
- All deliveries shall be noted for its completeness and deficiency.
- Deficiencies are to be recorded and documented by the agency inspector for proper strict measures.
- Any deficiency noted by the Agency Inspector shall be reported in writing to the BAC/HOPE.
- Must be made in the presence of the inspectors and the dietician/s or authorized NDU staff to acknowledge receipt
- Items must be delivered one week prior to the succeeding month as stated in the Purchase Request

• **Suppliers**

- Must strictly follow standard health protocol for COVID-19 inside and especially outside the Hospital Premises.
- Must declare honest health status in the Triage Area upon entrance to the hospital when delivering supplies or receiving payment.
- Although not mandatory, suppliers are encouraged to undergo RT-PCR Test when necessary and/or present vaccination card.
- The winning bidders must designate the same individuals as their supply carrier/distributor and not change to different ones on the course of supplying their terms.

SPECIFICATIONS AND CONDITION OF GOODS

GROCERY ITEMS:

- a. Properly labeled, DTT registered, FDA approved.
- b. Expiration date for the following form of delivery
 - For canned goods like corned beef, tuna, sardines, liver spread etc. should be at least two (2) years from date of delivery.
 - For milk and dairy products should be at least six (6) months from date of delivery.
 - For juice drink powder, the assortment of flavors should be a minimum of 5 flavors or above.
 - For condiments like vinegar, soy sauce, fish sauce should be at least one (1) year from date of delivery.
 - For biscuits, cupcakes and other items with shorter shelf life should be at least five (5) months from date of delivery.
 - For those item/s with shorter expiry date or shelf-life, the winning bidders must submit together with the deliver an assurance letter that it will REPLACE the unconsumed quantity one (1) month prior to expiration date.
- c. Canned goods- free from bulges, no evidence of leak.
- d. No repacked items.
- e. Should follow the size specification of the product.
- f. Payment and Delivery Terms:
 - a. Option 1: Monthly Delivery – Payment upon completion of Purchase Order.
 - b. Option 2: One-Time Delivery (During the period of State of Calamity for a period of six (6) months unless lifted earlier extended "as circumstances may warrant", RA 10121.) - Partial Payment based on actual delivered items will be allowed.

Prepared by:

AFD
Aileen F. De Castro
Nutritionist – Dietitian V