



REQUEST FOR QUOTATION

Date: August 1, 2023

PR No.: 2023-06-0392 (BIL)

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

(Signature)
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	86,900.00	Airconditioning Unit			
				2.5 HP, Split ACU, Inverter, non-radiator condenser,			
				Cooling Capacity: 25,000 BTU, power capacity:			
				2,250 watts, Volts/phase/Frequency: 230/1/60			
				with power supply and Installation			
				Nothing Follows			
							Total Amount in Figures
							Total Amount in Words
		Total:	86,900.00				

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

RFQ served by:

RANDOLPH B. ABUYO
 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: Finance / Billing & Claims

PR No.: 2023-06-0392

Date: 14 JUN 2023

Responsibility Center Code: FIN-BIL

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	Airconditioning Unit, 2.5HP, Split ACU, Inverter, non-radiator condenser, Cooling capacity: 25,000 BTU, power capacity: 2,250 watts, Volts/phase/Frequency: 230/1/60 with power supply. BIL-0345 and installation. <i>BIL</i>	1	86,900.00	86,900.00
		Nothing follows			
FUNDS AVAILABLE <i>[Signature]</i> LAARNI DC MAGLAQUI, MBA					
				TOTAL	86,900.00

Purpose: For installation in the satellite office of Billing and Claims Unit.

Requested by:

Signature: *Jeniffer D. Caragdag*

Printed Name: JENIFFER D. CARAGDAG *JDC*

Designation: Head, Billing & Claims Unit

Approved by:

[Signature]

CORAZON I. FLORES, MD, MPH, CESO IV

Director IV *[Signature]*