



REQUEST FOR QUOTATION

Date: August 11, 2023
PR No.: 2023-08-0549 (COW)

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 17 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

SGD.

VINCENT A. ISIP, MPA
 Chief Administrative Officer

Item No.	QTY	Unit	ABC	Technical Specifications/ Description	(to be filled up by the supplier)		
					Brand/ Model	Unit Price	Total Amount
				August 30, 2023			
1	350	pax	26,250.00	AM Snacks (Sandwich/Burger and Water)			
2	350	pax	52,500.00	Lunch (Fried Chicken, Lumpiang Gulay, Rice, Crinkles and Water)			
3	350	pax	26,250.00	PM Snacks (Pasta and Water)			
				Nothing Follows			
							Total Amount in Figures
							Total Amount in Words
			Total: 105,000.00				

RFQ served by:

RANDOLPH B. ABUYO
 Canvasser

Printed Name/Signature of Bidder

MMH-04-08-01

PURCHASE REQUEST

SGD.
Cyron P. Ramos

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 01

Office/Section : OMC-COW		PR No.: <u>23-08-0549</u> Responsibility Center Code : OMC-COW	<u>549</u>	Date: 09-Aug-23	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		<i>HRM-002</i>			
		<i>August 30, 2023;</i>			
	pax	AM SNACKS (SANDWICH/BURGER AND WATER)	350	75.00	26,250.00
	pax	LUNCH(FRIED CHICKEN, LUMPIANG GULAY, RICE, CRINKLES AND WATER)	350	150.00	52,500.00
	pax	PM SNACKS (PASTA AND WATER)	350	75.00	26,250.00
		~ nothing follows ~			
FUNDS AVAILABLE:					
SGD. LAARNI D. MAGLAQUI, MBA FMO II-FINANCE UNIT					
				Total	105,000.00

Purpose: Meals for DOH Hospital Week- Opening Ceremony of Sports Fest (August 30,2023)

Requested by: Signature : <u>SGD.</u> Printed Name : MARIA ALEEJ KYNA A. BALBUENA, RND Designation : Unit Head, Wellness	Approved by: Signature : <u>SGD.</u> Printed Name : MARIA LOURDES L. EVANGELISTA, MD, FPPA Designation : Medical Center Chief II
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