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: September 27, 2023
PR No.: 2023-09-0619 (OTU)

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 **03-Oct-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

D.

Item No.	QTY	Unit	ABC	Technical Specfications/ Description	(to be filled up by the supplier) Brand/ Model	Unit Price	Total Amount
1	350	pax	26,250.00	**Snacks (AM)** for all service-users in celebration of			
				Christmas Party			
				December 20, 2023			
2	350	pax	26,250.00	**Snacks (PM)** for all service-users in celebration of			
				Christmas Party			
				December 20, 2023			
				*****Nothing Follows*****			
						Total Amount in Figures	
						Total Amount in Words	
		Total:	52,500.00				

RFQ served by:

CYRON D. RAMOS
Canvasser

Printed Name/Signature of Bidder

MMH-04-08-01

Appendix 60

SGD.
Cyron D. Ramos 9/19

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL **Fund Cluster:** 01

Office/Section : Occupational Therapy Unit		PR No.: 2023-09-0619 Responsibility Center Code: MED-OTU		Date: September 19, 2023	
Stock/ Property No.	**Unit**	**Item Description**	**Quantity**	**Unit Cost**	**Total Cost**
	Pax	Snacks (AM) for all service-users in celebration of Christmas Party on December 20, 2023 - OTU-005	350	75.00	26,250.00
	Pax	Snacks (PM) for all service-users in celebration of Christmas Party on December 20, 2023 - OTU-005	350	75.00	26,250.00
		Nothing follows			-
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		FUNDS AVAILABLE SGD. LAARNI DC MAGLAQUI, MBA Fmo II			-
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					52,500.00

Purpose: To provide AM and PM snacks to all service-users in celebration of Christmas Party on December 20, 2023.

	Requested by:	Approved by:
Signature :	SGD.	SGD.
Printed Name :	MA. PATRICIA NICOLE R. RORALDO, OTRP, MAOT	MARIA LOURDES L. EVANGELISTA, MD., FPPA
Designation :	Occupational Therapist IV	Medical Center Chief II SGD.