SGD.	
12 E	

Appendix 60

PURCHASE	REQUEST
TUNCHASE	REQUEST

Office/Section :		$\frac{1 \text{ENTAL WELLNESS AND GENERAL HOSPITAL}}{\text{PR No.: } 2024 - 04 - 0221}$		Fund Cluster: 05 Date: 05 APR 2024			
	ling & Claims	Responsibility Center Code : FIN-BIL	U J AFR A	164			
Stock/ Property No.	Unit	Item Description Quantity Unit (		Item Description Qu		Quantity Unit Cost	
	piece	Flashdrive, heavy duty, moving cap design with metal casing, USB 3.0 Gen. 1 perf., 128 GB, BIL-045	2	1,100.00	2,200.00		
	piece	Dual way window counter interphone, BIL-046	2	1,518.00	3,036.00		
	_	Nothing follows					
		FUNDS AVAILABLE					
		MARY JOY S. BANIQUED Administrative Officer IV					
				TOTAL	5,236.00		
Purpose:							
Flashdrive - for		ack up of payroll registers in transferring to Landbank sy					
Jual way winde	ow counter int	erphone - for installation in the satellite office for clear of	communication	channel between staff ar	nd clients.		
	Requested by:		Approved by:				
Signature :	SGD.	<del>~1</del>		GD.			
Printed Name :	JENIFFER D.	CARAGDAG	LAARNI D. MA	GLAQUI, MBA			
Designation :	SAO, Billing &	t Claims Unit	it Financial and Management Officer II				

# PURCHASE REQUEST

## Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 15

Office/Section : PHU		PR No.: 2024-03-0154 Responsibility Center Code : MCC-PHU		Date: 03/21/2024		
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost	
140.	bottle	Ink, Canon GI-71, 135ml, black (PHU- 121)	4	484.00	1,936.00	
	bottle	Ink, Canon GI-71, 70ml, cyan (PHU-122)	4	484.00	1,936.00	
	bottle	Ink, Canon GI-71, 70ml, magenta (PHU- 123)	4	484.00	1,936.00	
X Fublic prodoli	Junit	LAPTOP (LICENSED OPERATING SYSTEM + LICENSED MICROSOFT OFFICE) LAPTOP TECHNICAL SPECS: - CPU: Intel Core i7 12th Gen or Ryzen 7 7735HS latest generation or higher or equivalent - Memory: 8GB DDR4/DDR5 RAM or higher or equivalent - Storage: 512GB NVME PCIE SSD or higher or equivalent - Graphics: NVIDIA GeForce RTX 4050 Laptop GPU, 6GB GDDR6 or higher - Webcam: HD type (30fps@720p) or better - Keyboard: Backlight Keyboard - Connectivity: 802.11 ax Wi-Fi 6 + Bluetooth v5.2 Gb LAN - Display: 15.6" FHD (1920 × 1080), IPS, 144Hz - OS: Licensed Windows 11 Home or Pro - Inclusion: Laptop Bag / Backpack LICENSED MICROSOFT OFFICE PROFESSIONAL 2021 Minimum Specifications: - Microsoft Office Home and Professional 2021 - Classic 2021 versions of Word, Excel, PowerPoint, and Outlook, plus Publisher and Access - Sealed box with physical license key card (not OEM / not pre-installed) - Inclusion: Warranty Certification (PHU- 124)	1	85000.00	85,000.00	
× public Krolder	piece	Office Chair Highback (High back mesh chair with adjustable headrest, lumbar support, flip-up armrests, 360 swivel gas lift, heavy-duty, black color L60xW52xH101cm) (PHU-125)	1	7320.50	7,320.50	

P	bottle	Ink, Canon GI-71, 70ml, yellow (PHU	- 4	484.00	1,936.00
		*** Nothing Follows ***			
		FUNDS AVAILABLE			
		SGD		1	
		MARY JOY S. BANIQUED			
		Administrative Officer IV			
Total					100,064.50
Purpose: T	o be use	d in the office and for PHU staff.			
Cignoture :		Requested By:	Approved By:		
Signature : Printed Name :	KRISTIN	SGD. E APPLÉ M. PENEYRA-GUTIERREZ, MD	DENNIS DAY	SGD. AO L. ORDONA;	MD
Designation :	And in case of the second s	HU / Medical Officer III SGD.	Medical Center	er Chief II	

# PURCHASE REQUEST

а — 7 - 4 <sub>с</sub> — 4 с — 4

Office/Section :		<u>S MENTAL WELLNESS AND GENERAL HO</u> PR No.: 2024 - 04 - 018 1		Fund Cluster:		
Procur	A Property in the second se	Responsibility Center Code : HOP-PRO		March 26, 2024		
Stock/ Propert No.	ty Unit	Item Description	Quantity	Unit Cost	Total Cost	
	piece	Ballpen, Black (PRO-043)	20	15.00	300.00	
	bottle	Ink bottle refill, EPSON 003, black, 65 ml (PRO-044)	20	396.76	7,935.20	
	bottle	Ink bottle refill, EPSON 003, cyan, 65 ml (PRO-045)	5	378.30	1,891.50	
	bottle	Ink bottle refill, EPSON 003, magenta, 65 ml (PRO-046)	5	378.30	1,891.50	
	bottle	Ink bottle refill, EPSON 003, yellow, 65 ml (PRO-047)	5	378.30	1,891.50	
	unit	Mesh Chair, swivel, gas lift, heavy duty, with arm rest (PRO-048)	3	4,699.20	14,097.60	
	unit	Paper Shredder, , strip cut shredder, shreds up to 8 sheets (70 gsm) per pass, 15 liters (PRO- 049)	1	4,400.00	4,400.00	
	piece	Highlighter, Yellow, 2-5mm Anti-Dry-Out Technology (PRO-050)	10	165.00	1,650.00	
	unit	Ink Refill for stamp pad, 30 ml, red (PRO- 051)	2	22.00	44.00	
	pack	Sticky Notes "Sign Here" (PRO-052)	10	44.00	440.00	
	piece	Whiteboard 4ft x 5ft With Stand & wheel, magnetic (PRO-055)	1	6,600.00	6,600.00	
	piece	Projector Screen, motorized (PRO-056) • Ultra bright screen surface FUNDS AVAILA • Wrinkle free fauther • Black border • Lightweight HARY JOY S. BAN • Equipped with powerful low-noise Historice	1 QUED	15,400.00	15,400.00	
	piece	Microphone, Wired, dynamic (PRO-057)	1	1,100.00	1,100.00	
	piece	HDMI Cables, 15 meter (PRO-058)	1	1,430.00	1,430.00	
	piece	Micro SD Card, memory card, 64GB (PRO-059)	2	550.00	1,100.00	
The second s		***Nothing Follows***			60,171.30	
rpose:	Office sup a detailed	plies and equipment for Procurement use. (Pl explanation of the purpose behind the request	ease find the attacted items).	ched justification lette		
enature :	Requested by: Approved by:					
0	MARYR		mme			
		a Administrative Off				
rinted Name : esignation :		a Administrative Off	VINCENT A. ISIP, Chief Administrat			

Page 1 of 1



#### Department of Health Central Luzon Center for Health Development MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105



Date: May 9, 2024

Contact No: 09688545320 Email: procurement@mmwgh.gov.ph; procurement.mmwgh@gmail.com; Website: mmwgh.gov

### **REQUEST FOR QUOTATION**

	PR No.: Va	irious PRs
Business Name:		
Address:		
Contact No./ Email:		
TIN:		

#### B. Sir/ Madam:

A.

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
   Professional License/ Curriculum Vitae (for Consulting Services)
- Mayor's/ Business Permit
- DTI/ SEC Certificate
- BIR Form 2303
- PCAB License (for Infrastructure)
- Sample Invoice/ O.R./ C.R.
- Omnibus Sworn Statement (for ABCs above 50K; must be submitted by the winning bidder within 2 days from notification of Procurement Office
- 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 <u>May 15, 2024</u>, 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 sixty (60) calendar days from the deadline of submission. 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 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
- 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 supplier's pro forma quotation is submitted, conditions will be governed by the submitted signed Request for Quotation/Proposal and/or Technical Specifications
- 8 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
- 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. The entirety of the items listed in the Purchase Order/ Job Order must be delivered. Incomplete or partial deliveries will not be accepted.
- 10 Warranty: To ensure the delivery of the quality goods and ensure that manufacturing defects will be corrected by the supplier, the supplier shall provide a waranty security

For goods, the supplier shall impose a three (3) month-period in case of Expendable Supplies or a minimum of one (1) year in the case of Non-Expendable Supplies after acceptance of the delivered supplies. Warranty security may be obligated by the supplier through special bank guarantee or retention money in an amount equivalent to 2.5% of the total contract price.

For infrastructure, contractor shall be required to post a warranty in accordance with the following schedule. The warranty security shall be denominated in Philippine Pesos, remain effective for one (1) year from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity, and returned only after the lapse of the said one (1) year period.

- Cash or Letter of Credit issued by a Universal or Commercial Bank: Provided, however, That the Letter of Credit shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. (Equivalent to 5% of the Total Contract Price)
- Bank guarantee confirmed by a Universal or Commercial Bank. (Equivalent to 5% of the Total Contract Price)
- Surety bond callable upon demand issued by GSIS or a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. (Equivalent to 30% of the Total Contract Price)

The said amounts shall only be released after the lapse of the given warranty period pursuant to Section 62.1 of the 2016 Revised IRR of RA 9184. 11 **Payment terms:** \_\_\_\_\_\_ working days upon completion of delivery

Very Truly Yours SGD. VINCENT A. ISIP, MPA Chief Administrative Officer



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**

Item No.	QTY	Unit	ABC	Technical Specfications/ Description	Brand/ Model	(to be filled up l Unit Price	by the supplier) Total Amount
1	20	piece	300.00	Ballpen, Black			
2	2	piece	3,036.00	Dual way window counter interphone			
3	2	piece	2,200.00	Flashdrive, heavy duty, moving cap design with metal casing, USB 3.0 Gen. 1 performance, 128 GB			
4	1	piece	1,430.00	HDMI Cables, 15 meter			
5	10	piece	1,650.00	Highlighter, Yellow, 2-5mm Anti-Dry-Out Technology			
6	20	bottle	7,935.20	Ink bottle refill, EPSON 003, black, 65 ml			
7	5	bottle	1,891.50	Ink bottle refill, EPSON 003, cyan, 65 ml			
8	5	bottle	1,891.50	Ink bottle refill, EPSON 003, magenta, 65 ml			
9	5	bottle	1,891.50	Ink bottle refill, EPSON 003, yellow, 65 ml			
10	2	unit	44.00	Ink Refill for stamp pad, 30 ml, red			
11	4	bottle	1,936.00	Ink, Canon GI-71, 135ml, black			
12	4	bottle	1,936.00	Ink, Canon GI-71, 70ml, cyan			
13	4	bottle	1,936.00	Ink, Canon GI-71, 70ml, magenta			
14	4	bottle	1,936.00	Ink, Canon GI-71, 70ml, yellow			
15	3	unit	14,097.60	Mesh Chair, swivel, gas lift, heavy duty, with arm rest			
16	2	piece	1,100.00	Micro SD Card, memory card, 64GB			
17	1	piece	1,100.00	Microphone, Wired, dynamic			
18	1	unit	4,400.00	Paper Shredder, , strip cut shredder, shreds up to 8 sheets (70 gsm) per pass, 15 liters			
19	1	piece	15,400.00	Projector Screen, motorized • Ultra bright screen surface • Wrinkle free • Black border • Lightweight • Equipped with powerful low-noise motor			
20	10	pack	440.00	Sticky Notes "Sign Here"			
21	1	piece	6,600.00	Whiteboard 4ft x 5ft With Stand & wheel, magnetic			
				**nothing follows**			
						Total Amount in Figures	
						Total Amount in Words	
		Total	73,151.30				

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

Randolph B. Abuyo

Printed Name/Signature of Bidder

Canvasser