



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: March 22, 2023  
 PR No.: 2023-03-0158 (IHOMS)

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)

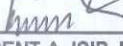
**Required Documents/ Information to be submitted as attachments to the quotation/ Proposal**

- 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 29-Mar-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	set	110,000.00	<b>Customized Minimalist Office Tables</b>			
				Materials AAA grade moisture resistant melamine on marine plywood substrate stipple/matte finish;			
				heavy duty full extension ball bearing type			
				drawer guides, 2x2 tubular metal legs on matte black or white finish;			
				1 set - customized L-shape office table with 5 drawers			
				with lock and cable management hole with cover			
				cable management hole with cover,			
				L:200CM/200CM x W:80CM/60CM, x H:76CM;			
				1 set - customized minimalist table with cable			
				management holes with cover, L:240CM x W:60cm			
				x H:76CM;			
				1 set - customized 8-seater workstation table with			
				cable management holes in the middle with cover			
				L:360CM x W:180CM x H:76M;			

			1 set - customized minimalist table with cable management holes with cover, L:220CM x W:60cm x H:76CM;			
			1 set - customized T-shape minimalist table with cable management holes with cover, L:560CM/100cm x W:60cm x H:76CM;			
			<b>**nothing follows**</b>			
						Total Amount in Figures
						Total Amount in Words
		<b>Total:</b>	<b>110,000.00</b>			

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

RFQ served by:

**RANDOLPH B. ABUYO**  
Canvasser

Printed Name/Signature of Bidder

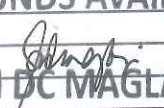
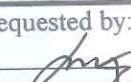
MMH-04-08-01

*Mummu*  
M. Rodeline C. 25

**PURCHASE REQUEST**

Entity Name: **MARIVELES MENTAL HOSPITAL**

Fund Cluster: 05-16F/01

Office/Section : <b>IHOMP</b>		PR No.: <u>20 23030158</u> Responsibility Center Code : <u>COH-IHO</u>	Date: <b>March 06, 2023</b>		
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Units	Customized minimalist office tables, materials: AAA grade moisture resistant melamine on marine plywood substrate stipple/matte finish; heavy duty full extension ball bearing type drawer guides, 2x2 tubular metal legs on matte black or white finish; 1 set - customized L-shape office table with 5 drawers with lock and cable management hole with cover, L:200CM/200CM x W:80CM/60CM, x H:76CM; 1 set - customized minimalist table with cable management holes with cover, L:240CM x W:60cm x H:76CM; 1 set - customized 8-seater workstation table with cable management holes in the middle with cover, L:360CM x W:180CM x H:76M; 1 set - customized minimalist table with cable management holes with cover, L:220CM x W:60cm x H:76CM; 1 set - customized T-shape minimalist table with cable management holes with cover, L:560CM/100cm x W:60cm x H:76CM; (IHO-50)	1	110,000.00	110,000.00
<b>FUNDS AVAILABLE</b>					
 <b>LAARNI DC MAGLAQUI, MBA</b> SAO - Budget Unit					
<b>110,000.00</b>					
Purpose: <b>Office supplies</b>					
Requested by: Signature :  Printed Name : <u>SHIELA ROSE P. ARINGO</u> Designation : <u>Computer Maintenance Technologist III</u>			Approved by: <u>MARIA LOURDES L. EVANGELISTA, MD, FPPA</u> <u>Medical Center Chief II</u> 