

Arnel
K. A. EVANGELISTA

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster:

01

Office/Section : OMCC-COW		PR No.: <u>2023-04-0267</u> Responsibility Center Code : OMC-COW		Date: 20-Apr-23	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		<i>HRM-001</i>			
		April 28, 2023			
	pax	Am snacks	60	160.00 280.00	9,600.00 16,800.00
	<i>S</i>	<i>Furor</i> (Clubhouse with chips, bottled water, juice)			
	pax	Lunch	60	700.00	42,000.00
		(Buttered vegetables, chicken cordon bleu, beef stroganoff, fish fillet with aioli dip/ tartar sauce, chicken lollipop, buko pandan, rice, bottled water, juice)			
		~ nothing follows ~			
FUNDS AVAILABLE:					
<i>Arnel</i> LAARNI D. MAGLAQUI, MBA SAO - Budget Unit					
					51,600.00
				Total	58,800.00

Purpose: Meals for Mariveles Wellness Center (MWC) External Meeting

Requested by: <i>Patricia</i> Signature : Printed Name : PATRICIA ANNE B. TAYAO-MEJIA, MD, FPNA Designation : OIC-Unit Head, Wellness	Approved by: <i>Maria</i> Signature : Printed Name : MARIA LOURDES L. EVANGELISTA, MD, FPPA Designation : Medical Center Chief II
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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: April 20, 2023
 PR No.: WELLNESS (267)

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 **April 27, 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
			9,600.00	April 28, 2023			
	60	pax	16,000.00	Am snacks (Clubhouse with chips, bottled water, juice)			
	60	pax	42,000.00	Lunch (Buttered vegetables, chicken cordon bleu, beef stroganoff, fish fillet with aioli dip/ tartar sauce, chicken lollipop, buko pandan, rice, bottled water, juice)			
				nothing follows			
						Total Amount in Figures	
			51,600.00			Total Amount in Words	
		Total:	58,000.00				

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