



REQUEST FOR QUOTATION

Date: August 14, 2023
 PR No.: 2023-08-0542 (NUR)

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 18-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

D.

Item No.	QTY	Unit	ABC	Technical Specifications/ Description	(to be filled up by the supplier)		
					Brand/ Model	Unit Price	Total Amount
1	50	gallon	21,335.50	ALCOHOL, ethyl, 68%-72%, 1 Gallon			
2	78	pack	9,438.00	TOILET TISSUE PAPER, 2-ply, x 12's rolls			
3	100	pack	3,832.00	TISSUE, interfolded paper towel, 150 pulls			
4	150	pack	5,989.50	BATTERY, dry Cell, size AA x 2's			
5	150	pack	3,255.00	BATTERY, dry Cell, size AAA x 2's			
6	100	pack	10,582.00	BATTERY, dry Cell, size D x 2's			
7	40	can	3,969.60	AIR FRESHENER, aerosol type, 360ml			
8	13	can	5,648.50	DISINFECTANT SPRAY, 600g, 5in1: eliminates odor, kills 99.99% of viruses and bacteria, freshens the air, sanitizes in seconds, long lasting fragrance			
9	2	piece	32.60	BLADE, for general purpose cutter / utility knife, big			
10	5	piece	183.85	CUTTER/UTILITY KNIFE, for general purpose			
				Nothing Follows			
						Total Amount in Figures	
						Total Amount in Words	
		Total:	64,266.55				

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

RFQ served by:

KRISTINE ANN C. AVELINO

Canvasser

Printed Name/Signature of Bidder

