



REQUEST FOR QUOTATION

Date: August 14, 2023
PR No.: 2023-08-0556 (PROC)

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 **August 18, 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
				FULLY-AIRCONDITIONED SERVICE VEHICLE			
1	7	unit	98,000.00	August 23, 2023			
				Pick and Drop			
				From MMWGH to Clark, Pampanga			
				August 25, 2023			
				Pick and Drop			
				From Clark, Pampanga to MMWGH			
2	1	unit	14,000.00	August 22, 2023			
				Pick and Drop			
				From Nueva Ecija to Clark, Pampanga			
				August 26, 2023			
				Pick and Drop			
				From Clark, Pampanga to Nueva Ecija			
				*** Nothing Follows ***			
						Total Amount in Figures	
						Total Amount in Words	
		Total:	112,000.00				

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

RFQ served by:

RANDOLPH B. ABUYO

Canvasser

Printed Name/Signature of Bidder

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 01- 688

Office/Section : PROCUREMENT		PR No.: <u>2023 - 08 - 056</u> Responsibility Center Code: HOP-PROC	Date: August 10, 2023		
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	Fully-Airconditioned Service Vehicle August 23, 2023 Pick and Drop From MMWGH to Clark, Pampanga	7	14,000.00	98,000.00
		August 25, 2023 Pick and Drop From Clark, Pampanga to MMWGH			
	Unit	Fully-Airconditioned Service Vehicle August 22, 2023 Pick and Drop From Nueva Ecija to Clark, Pampanga	1	14,000.00	14,000.00
		August 26, 2023 Pick and Drop From Clark, Pampanga to Nueva Ecija **nothing follows**			
		FUNDS AVAILABLE SGD. LAARNI DC/MAGLAQUI, MBA			
					112,000.00

Purpose: To transport the participants and resource speakers of Training on RA 9184 and 2016 Revised IRR on August 23-25, 2023 at Pampanga.

Requested by: **SGD.**
 Signature : _____
 Printed Name : MARY RODELINE M. CASUAYAN
 Designation : Administrative Officer III

Approved by: **SGD.**

 MARIA LOURDES L. EVANGELISTA, MD, FPPA
 Medical Center Chief II