



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: September 20, 2023
 PR No.: 2023-09-0617 (CSS)

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 proforma quotation may be submitted through registered or electronic mail to the BAC Secretariat at the above address or email to procurement@mmwgh.gov.ph or procurement.mmwgh@gmail.com on or before September 26, 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 the 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

Item No.	QTY	Unit	ABC	Technical Specifications/ Description	(to be filled up by the supplier)		
					Brand/ Model	Unit Price	Total Amount
1	1	unit	66,995.00	A3 Printer with ADF - Wi-Fi Duplex All-in-One Ink Tank Printer, - Print speed of up to 25.0 ipm - Print, scan and copy up to A3+ - Automatic duplex printing - Ultra-high page yield of 7,500 pages (black) and 6,000 pages (colour) -Printer Type: Print, Scan, Copy, Fax with ADF Copy Function: - Reduction / Enlargement:25 - 400% - Maximum Copy Size: A3 -Copy Resolution:600 x 600 dpi - Scanner Type:Flatbed colour image scanner - Optical Resolution:1200 x 2400 dpi -Maximum Scan Area:297 x 431.8 (mm) -LCD Screen: 4.3" Colour LCD Touch Screen - USB:USB 2.0 -Network:Ethernet, Wi-Fi IEEE 802.11 b/g/n, Wi-Fi Direct -Network Protocol: TCP/IPv4, TCP/IPv6 -Network Management Protocols:SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SNTp, SLP, WSD, LLTD -Maximum Paper Size:329 x 6000 mm - Paper Sizes: A3, Super B (13 x 19"), Indian Legal, Letter, A4, 16K (195 x 270mm), 8K (270 x 390mm), Executive (7.25 x 10.5"), B4, B5, A5, B6, A6, 8.5 x 13", 5 x 7", 4 x 6", 8 x 10", Legal (8.5 x 14"), 16:9 wide, Envelopes: #10, DL, C6, C4, 200dpi - Colour: 10 sec / Up to 9.0 ipm Scan speed (Flatbed / ADF (Simplex Duplex)): 200dpi, Black: 5 sec / Up to 26.0 ipm 11.5 ipm; 6.0 ipm Inclusion: Warranty Certification			
2	25	pc	4,950.00	Wall Mounted Hanging Metal Binder Rings, 4 Holes, A4 size			

3	25	pc	6,250.00	Acrylic Stand Holder for Brochure A4/ size 210mm*297mm, single layer			
				Nothing Follows			
					Total Amount in Figures		
					Total Amount in Words		
		Total:	78,195.00				

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

RFQ served by:

KRISTINE ANN C. AVELINO

Canvasser

Printer Name/Signature of Bidder

MMH-04-08-01

Attachment for Purchase Request

Entity Name: **MARIVELES MENTAL HOSPITAL**

Fund Cluster: **05 - Internally Generated Fund**

Office/Section : OMCC-PACD		PR No.: 2023-09-0617 (Attachment for A3 Printer Specs) Responsibility Center Code: OMCC-PAC		Date: 15 September 2023	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	<p>A3 Printer with ADF</p> <ul style="list-style-type: none"> - Wi-Fi Duplex All-in-One Ink Tank Printer, - Print speed of up to 25.0 ipm - Print, scan and copy up to A3+ - Automatic duplex printing - Ultra-high page yield of 7,500 pages (black) and 6,000 pages (colour) -Printer Type: Print, Scan, Copy, Fax with ADF <p>Copy Function:</p> <ul style="list-style-type: none"> - Reduction / Enlargement:25 - 400% - Maximum Copy Size: A3 -Copy Resolution:600 x 600 dpi - Scanner Type:Flatbed colour image scanner - Optical Resolution:1200 x 2400 dpi -Maximum Scan Area:297 x 431.8 (mm) -LCD Screen: 4.3" Colour LCD Touch Screen - USB:USB 2.0 -Network:Ethernet, Wi-Fi IEEE 802.11 b/g/n, Wi-Fi Direct -Network Protocol: TCP/IPv4, TCP/IPv6 -Network Management Protocols:SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, Sntp, SLP, WSD, LLTD -Maximum Paper Size:329 x 6000 mm - Paper Sizes: A3, Super B (13 x 19"), Indian Legal, Letter, A4, 16K (195 x 270mm), 8K (270 x 390mm), Executive (7.25 x 10.5"), B4, B5, A5, B6, A6, 8.5 x 13", 5 x 7", 4 x 6", 8 x 10", Legal (8.5 x 14"), 16:9 wide, Envelopes: #10, DL, C6, C4, 200dpi - Colour: 10 sec / Up to 9.0 ipm Scan speed (Flatbed / ADF (Simplex Duplex)): 200dpi, Black: 5 sec / Up to 26.0 ipm 11.5 ipm; 6.0 ipm <p>Inclusion: Warranty Certification</p>	1	66,995.00	66,995.00
	piece	Wall Mounted Hanging Metal Binder Rings, 4 Holes, A4 size	25	198.00	4,950.00
	piece	Acrylic Stand Holder for Brochure A4/ size 210mm*297mm, single layer	25	250.00	6,250.00
		nothing follows			
					78,195.00
Purpose: For the use of Public Assistance and Complaints Unit Compliance to ARTA Related Initiatives					
Prepared by: <u>Princess L. Venturina</u> Signature : <u>Princess L. Venturina</u> Printed Name : <u>PRINCESS L. VENTURINA</u> Designation : <u>ADMINISTRATIVE ASSISTANT I</u>					