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 11, 2023
PR No.: 2023-09-0584 (PSY)

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 15-Sep-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 Specfications/ Description	(to be filled up by the supplier) Brand/ Model	Unit Price	Total Amount
1	2	pack	32,989.00	**Five Factor Non Verbal Personality**			
				Questionnaire, Answer Sheet			
2	2	pack	32,989.00	**Five Factor Non Verbal Personality**			
				Questionnaire, Profile Form			
				*****Nothing Follows*****			
						Total Amount in Figures	
						Total Amount in Words	
		Total:	65,978.00				

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

RFQ served by:

_____ _____
Canvasser Printed Name/Signature of Bidder

MMH-04-08-01

RANDOLPH B. ABUYO

Appendix 60

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL Fund Cluster: 01

Office/Section :		PR No.: 2023-09-0584		Date:	
Psychology Unit/Medical		Responsibility Center Code: MED-PSY		4-Sep-23	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pack	PSY-117 Five Factor Nonverbal Personality Questionnaire, Answer Sheet	2	16494.50	32,989.00
	Pack	PSY-118 Five Factor Nonverbal Personality Questionnaire, Profile Form	2	16494.50	32,989.00
					65,978.00

FUNDS AVAILABLE
LAARNI DC MAGLAQUI, MBA
FMO II

Purpose: RESTOCKING OF TEST MATERIALS USED FOR PSYCHOLOGICAL EVALUATION

	Requested by:	Approved by:
Signature :	for	
Printed Name :	Irene T. Garcia-Dagumanpan, RPsy	MARIA LOURDES L. EVANGELISTA, MD, FPPA
Designation :	Head, Psychology Unit	Medical Center Chief II