



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 14, 2023
 PR No.: 2023-09-0595 (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 consultant 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
- Tax Clearance
- Mayor's/ Business Permit
- Sample Invoice/ O.R./ C.R.
- DTI/ SEC Certificate
- Omnibus Sworn Statement (for ABCs above 50K; for winning bidder only)
- BIR Form 2303
- 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 20-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 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 | 143,900.00 | NUR-316: PHOTOCOPIER TECHNICAL SPECS: - 19 Second Warm Up Time - Operational Panel 4-line LCD - System Memory: 512MB - Output Speed: 27 pages per minute (Letter) - First Copy Time: 6.4 seconds - ARDF Capacity: 50 original pages - Copy Resolution: 600 dpi - Zoom: From 25% to 400% in 1% Steps - Multiple Copying up to 999 copies - Printer Language Standard GDI | | | |

| | | | | | | | |
|--|--|--------|-------------------|--|--------------------------------|--|--|
| | | | | <ul style="list-style-type: none"> - Network Interface Standard: Ethernet 1000/100/10 Base - Scanning Speed: Color 6 ipm; Black and White 18 ipm - File Format: JPEG or Multi-Page PDF - Windows Environment: Windows 7, 8, 10, Windows Server 2012, 2016 - Original and Paper Size Handling: A3, A4, A5, B4, B5 - Paper Input Capacity: 500 sheets in a Tray and 100 on a Bypass - Paper Tray Weight: 52-216 g/m2 - Paper Bypass Weight: 52-216g/m2 - Power Consumption: Less than 1,550 Watts, Sleep Mode: .97W, TEC 1.3kWh - Consumables: Toner Black - (7 pieces) TONER CARTRIDGE <ul style="list-style-type: none"> • Compatible with Photocopier - Inclusion: Warranty Certification | | | |
| | | | | **Nothing Follows** | | | |
| | | | | | Total Amount in@Figures | | |
| | | | | | Total Amount in@Words | | |
| | | Total: | 143,900.00 | | | | |

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

SGD.

Mary Rodulfo Dela Cruz

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 05

| Office/Section : | | PR No.: <u>2023090595</u> | Date: <u>September 07, 2023</u> | | |
|--------------------------------|---------------------------------|--|---|------------|------------|
| NURSING | | Responsibility Center Code : <u>NUR-NUR</u> | | | |
| Stock/ Property No. | Unit | Item Description | Quantity | Unit Cost | Total Cost |
| | unit | NUR-316: PHOTOCOPIER TECHNICAL SPECS: - 19 Second Warm Up Time - Operational Panel 4-line LCD - System Memory: 512MB - Output Speed: 27 pages per minute (Letter) - First Copy Time: 6.4 seconds - ARDF Capacity: 50 original pages - Copy Resolution: 600 dpi - Zoom: From 25% to 400% in 1% Steps - Multiple Copying up to 999 copies - Printer Language Standard GDI - Network Interface Standard: Ethernet 1000/100/10 Base - Scanning Speed: Color 6 ipm; Black and White 18 ipm - File Format: JPEG or Multi-Page PDF - Windows Environment: Windows 7, 8, 10, Windows Server 2012, 2016 - Original and Paper Size Handling: A3, A4, A5, B4, B5 - Paper Input Capacity: 500 sheets in a Tray and 100 on Bypass - Paper Tray Weight: 52-216 g/m2 - Paper Bypass Weight: 52-216g/m2 - Power Consumption: Less than 1,550 Watts, Sleep Mode: .97W, TEC 1.3kWh - Consumables: Toner Black - (7 pieces) TONER CARTRIDGE • Compatible with Photocopier - Inclusion: Warranty Certification | 1 | 143,900.00 | 143,900.00 |
| | | *nothing follows* | | | |
| FUNDS AVAILABLE | | | | | |
| SGD. | | | | | |
| LAARNI DC MAGLAQUI, MBA | | | | | |
| (Pmo II) | | | | | |
| | | | | | 143,900.00 |
| Purpose: | | Use for printing of Nursing forms and documents. CSSU (R. Hernandez) | | | |
| Requested by: | SGD. | | Approved by: | SGD. | |
| Signature : | SGD. | | | | |
| Printed Name : | <u>RONALD S. HERNANDEZ, RN</u> | | <u>MARIA LOURDES L. EVANGELISTA, MD, FPPA</u> | | |
| Designation : | <u>Nurse IV/In-charge, CSSU</u> | | <u>Medical Center Chief II</u> SEP 12 2023 | | |

SGD.