SGD.
Jumel S. Patdu
Admin. Assistant I
Procurement Unit

Appendix 60

PURCHASE REQUEST

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

Office/Section : Housekeeping Unit	PR No.: 2023-10-0687 Responsibility Center Code : HOP - HKP	13 OCT 2023

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pack	DETERGENT POWDER, all- purpose, 1kg HOU - 056	720	97.34	70,084.80
		* Nothing Follows *			
				Total	70,084.80

FUNDS AVAILABLE
SGD.
LAARNI DC MAGLAQUI, MBA
FMO II

Purpose:

For the use of Housekeeping Unit.(For cleaning of hospital facilities)

10-19-23

Requested By:	Approved By:
Signature : SGD.	SGD.
Printed Name : Richard D. Medina	VINCENT A. ISIP, MPA Chief Administrative Officer MARIA LOURDES L. EVANGELISTA, MD , FPPA
Designation : HOSPITAL HOUSEKEEPER	Medical Center Chief II

SGD.

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: October 19, 2023
PR No.: 2023-10-0687 (HKPU)

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
- Income/ Business Tax Return
- Sample Invoice/ O.R./ C.R.
- Omnibus Sworn Statement (for ABCs above 50K; for winning bidder only)

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 **October 25, 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

D.

Item No.	QTY	Unit	ABC	Technical Specfications/ Description	(to be filled up by the supplier)		
					Brand/ Model	Unit Price	Total Amount
1	720	97.34	70,084.80	Detergent Powder, all-purpose, 1kg			
				Nothing Follows			
					Total Amount in Figures		
					Total Amount in Words		
		Total:	70,084.80				

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