



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: Aug 09, 2024

PR No.: PR 2024-08-0557 (PSYCH RES)

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
- Professional License/ Curriculum Vitae (for Consulting Services)
- Mayor's/ Business Permit
- Sample Invoice/ O.R./ C.R.
- DTI/ SEC Certificate
- Omnibus Sworn Statement (for ABCs above 50K; must be submitted by the winning bidder within 2 days from notification of Procurement Office)
- BIR Form 2303
- Income/ Business tax Return (for ABCs above 500K)
- PCAB License (for Infrastructure)

C. This pro-forma quotation maybe submitted either in a sealed envelope to the BAC Office at the address provided, or electronically via email to bidsandawardscommittee.mmwgh@gmail.com on or before 8-13-24, adhering to the following conditions:

Terms and Conditions:

- 1 **The BAC will only accept sealed bids or quotations, or bids received via the specified email address mentioned above**
 - 2 All entries shall be typed or written in a clear legible manner
 - 3 All prices offered herein are valid, binding and effective for **sixty (60) calendar days** from the deadline of submission. Alternative bids shall be rejected.
 - 4 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
 - 5 MMWGH may require you to submit additional documents that will prove your legal, financial and technical capability to undertake this contract
 - 6 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
 - 7 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
 - 8 The supplier is permitted to use their pro-forma quotation bearing either the company's or supplier's letterhead. And 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 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
 - 10 **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. The entirety of the items listed in the Purchase Order/ Job Order must be delivered. Incomplete or partial deliveries will not be accepted.
 - 11 **Warranty:** To ensure the delivery of the quality goods and ensure that manufacturing defects will be corrected by the supplier, the supplier shall provide a warranty security. For goods, the supplier shall impose a three (3) month-period in case of Expendable Supplies or a minimum of one (1) year in the case of Non-Expendable Supplies after acceptance of the delivered supplies. Warranty security may be obligated by the supplier through special bank guarantee or retention money in an amount equivalent to 2.5% of the total contract price.
 For infrastructure, contractor shall be required to post a warranty in accordance with the following schedule. The warranty security shall be denominated in Philippine Pesos, remain effective for one (1) year from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity, and returned only after the lapse of the said one (1) year period.
 - Cash or Letter of Credit issued by a Universal or Commercial Bank: Provided, however, That the Letter of Credit shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. (Equivalent to 5% of the Total Contract Price)
 - Bank guarantee confirmed by a Universal or Commercial Bank. (Equivalent to 5% of the Total Contract Price)
 - Surety bond callable upon demand issued by GSIS or a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. (Equivalent to 30% of the Total Contract Price)
- The said amounts shall only be released after the lapse of the given warranty period pursuant to Section 62.1 of the 2016 Revised IRR of RA 9184.

12 **Payment terms:** Fifteen (15) working days upon completion of delivery

Very Truly Yours

VINCENT A. SISIP, MPA
 Chief Administrative Officer



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D. Item No.	QTY	Unit	ABC	Technical Specifications/ Description	(to be filled up by the supplier)			
					Brand/ Model	Unit Price	Total Amount	
1	83	PAX	913,000.00	Food and Hotel Accommodation for the Participants of Institutional Review Board Training on August 19-23, 2024 in Bataan Inclusion: 1. Room accommodation 5 days and 4 nights Room Accommodation: Single, Double, Triple 2. Meals a. Day 1 Lunch Pm Snacks Dinner b. Day 2 Breakfast AM Snacks Lunch PM Snacks Dinner c. Day 3 Breakfast AM Snacks Lunch PM Snacks Dinner c. Day 4 Breakfast AM Snacks Lunch PM Snacks Dinner c. Day 5 Breakfast AM Snacks 3. OTHER INCLUSIONS: Use of Function Hall for 8-12 hours per day Complete Banquet Equipment (Tables and Chairs) Free use of swimming facilities Sound System with Microphones Free flowing coffee for hours **NOTHING FOLLOWS**				
						Total Amount in Figures		
						Total Amount in Words		
		TOTAL	913,000.00					

***Suppliers shall include the Brand and Model

Will not participate due to:

- Budget is too low.
- Requested item not available
- Venue is fully booked
- Does not have eligibility documents
- Non-conformity with government payments
- Others, please specify _____

After having carefully read and accepted the General Conditions, I/ We quote you on the item at prices noted above.

RFQ served by:

MARC ROMMELL P. URRQUIA
Canvasser

Printed Name/Signature of Bidder

PURCHASE REQUEST

Marc Rompell Urriquia
Administrative Assistant I

Entity Name: **MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL**

Fund Cluster: **CAA-24-03-00000126**

Office/Section :
PSYCH RES

PR No.: **2024-08-0557**
Responsibility Center Code : **MED-RES**

Date: **July 31, 2024**

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pax	Food and Hotel Accommodation	83	11,000.00	913,000.00
		Inclusion (WTP: RES-012)			
		1. Room Accommodation			
		- 5 days and 4 nights Room			
		Accommodation: Single, Double, Triple			
		2. Meals			
		a. Day 1			
		Lunch			
		PM Snacks			
		Dinner			
		b. Day 2			
		Breakfast			
		AM Snacks			
		Lunch			
		PM Snacks			
		Dinner			
		c. Day 3			
		Breakfast			
		AM Snacks			
		Lunch			
		PM Snacks			
		Dinner			
		d. Day 4			
		Breakfast			
		AM Snacks			
		Lunch			
		PM Snacks			
		Dinner			
		e. Day 5			
		Breakfast			
		AM Snacks			
		3. Other Inclusions			
		Use of Function Hall for 8-12 hours per day			
		Complete Banquet Equipment			
		-tables and chairs			
		Free use of swimming facilities			
		Sound System with Microphones			
		Use of Projector with white screen			
		Free flowing coffee for hours			

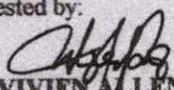
FUNDS AVAILABLE

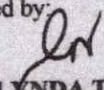
MARY JOY S. BANIQUED
Administrative Officer IV

****nothing follows****

913,000.0

Purpose: For the participants of Institutional Review Board Training on August 19-23, 2024 in Bataan

Requested by:
Signature : 
Printed Name: MA. VIVIEN ALLEN A. PAREÑO, RPh
Designation : Administrative Assistant I

Approved by:
Signature : 
Printed Name: RUBY LYNDIA T. REYES, MD
Designation : Medical Specialist IV / OIC, CMPS