



Department of Health
 Central Luzon Center for Health Development
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
 P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105
 Mobile: 0968-854-5320
 procurement@mmh.gov.ph/ procurement.mmwgh@gmail.com / mmwgh.gov.ph

REQUEST FOR QUOTATION

Date: December 23, 2024
 PR No.: 2024-12-0910 (HOU)

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

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 January 03, 2024, 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. ISIP, 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	120	can	34,045.20	Insecticide, Aerosol Type			
	2	100	piece	3,190.00	Doormat Cloth (54cm & 37cm)			
	3	150	roll	9,405.00	Trash Bag, Plastic Black Medium x 50's			
	4	120	pack	9,873.60	Trash Bag, Sando Bag Green Large x 100's			
	5	120	pack	9,873.60	Trash Bag, Sando Bag Yellow Large x 100's			
	6	120	pack	13,316.40	Toilet Tissue paper, 2 ply 100%			
	7	120	pack	23,061.60	Tissue, Interfolded Paper Towel			
	8	90	piece	2,367.90	Broom Stick, walis ting-ting			
	9	60	bottle	2,835.00	Liquid Hand Soap, 500ml			
	10	120	can	29,926.80	Furniture Cleaner, Aerosol type			
	11	60	piece	8,854.80	Mophandle, heavyduty, screw type			
	12	90	piece	11,289.60	Mophead, made of rayon			
	13	45	kilo	2,831.40	Rags, all cotton			
					Nothing Follows			
	25							
							Total Amount in Figures	
							Total Amount in Words	
				160,870.90				

***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:

Randolph B. Abuyo
 Canvasser

Printed Name/Signature of Bidder

J. Patdu

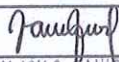
Appendix 60

PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

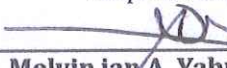
Fund Cluster: 01

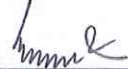
Office/Section : Housekeeping Section PR No.: 2024-12-0910 17 DEC 2024
 Responsibility Center Code : HDP - HDM

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
001	Can	Piece. Insecticide, Aerosol type (HOU-047)	120	283.71	34,045.20
058	Piece.	Doormat Cloth (54 cm & 37 cm) (HOU-058)	100 300	31.90	3,190.00
063	roll.	Trash bag, Plastic Black Medium x 50' s (HOU- 063)	150 300	62.70	9,405.00 18,810.00
067	pack.	Trash bag, Sando bag Green Large x 100's (HOU - 065)	120	82.28	9,873.60
068	pack.	Trash bag, Sando bag Yellow Large x 100's (HOU - 066)	120	82.28	9,873.60
006	Pack.	Toilet Tissue paper, 2 ply, 100 % (HOU- 086)	120	110.97	13,316.40
007	Pack.	Tissue, Interfolded paper towel (HOU- 007)	120	192.18	23,061.60
012	Piece.	Broom stick, walis ting ting (HOU - 012)	90	26.31	2,367.90
014	Bottle.	Liquid hand soap, 500 ml (HOU- 014)	60	47.25	2,835.00
015	can.	Furniture Cleaner, aerosol type (HOU - 015)	120	249.39	29,926.80
017	Piece.	Mophandle, heavy duty, screw type (HOU -017)	60	147.58	8,854.80
018	Piece.	Mophead, made of rayon (HOU - 018)	90	125.44	11,289.60
019	kilo.	Rags,All cotton (HOU - 016)	45	62.92	2,831.40
Nothing Follows					
FUNDS AVAILABLE					
 MARY JOY S. BANIQUED Administrative Officer IV 19 DEC 2024					
				Total	169,775.90 160,870.90

Purpose:

For the use of Housekeeping Section.(Miscellaneous Supplies)

Requested By: _____
 Signature : 
 Printed Name : Melvin Jay A. Yabut, CE,MPA
 Designation : EFMU-UNIT HEAD

Approved By: _____

VINCENT A. ISIP, MPA
 CHIEF ADMINISTRATIVE OFFICER