



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 (RFQ)

Date: 10-Mar-2025
 RFQ No.: 037-2025
 PR No. Various PR no.

A

Business Name: _____
 Address: _____
 Contact No./ Email: _____
 Tax Identification No: _____

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

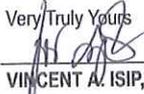
- PhilGEPS Registration Number/ Certificate
- Mayor's/ Business Permit
- DTI/ SEC Certificate
- BIR Form 2303
- PCAB License (for Infrastructure)
- Professional License/ Curriculum Vitae (for Consulting Services)
- Updated Tax Clearance
- Sample Invoice/ O.R./ C.R.
- Omnibus Sworn Statement (for ABCs above 50K; must be submitted by the winning bidder within two (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 adhering to the following conditions on or before: **18-Mar-2025, 2:00 PM**

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 "loss 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

To be filled by Procurement Unit						To be filled by bidder		
ITEM NO.	QTY	UNIT	UNIT COST	ABC	TECHNICAL SPECIFICATIONS AND DESCRIPTION	BRAND/MODEL	UNIT COST	TOTAL AMOUNT
1	12	piece	36.00	432.00	Cartolina Color: green size: 22.5 x 28.5 inches thickness: 150 gsm			
2	12	piece	36.00	432.00	Cartolina Color: green size: 22.5 x 28.5 inches thickness: 150 gsm			
3	12	piece	36.00	432.00	Cartolina Color: pink size: 22.5 x 28.5 inches thickness: 150 gsm			
4	1	piece	750.00	750.00	Extension Cord Length: 2 meters Plug: 15A Wire: Fiat Cord #16 Outlet: 15A, 4-gang, with grounding			
5	2	piece	379.50	759.00	Flash drive, USB 3.0, 64gb			
6	3	piece	351.00	1,053.00	FLASHDRIVE 32GB Flash Drive, 32 GB Name: USB 2.0 Material : Metal & Plastic Speed : Read 15MB/s, Write 6MB/s Applicable equipment : Desktop Computers, Cellphones, laptops and more devices Operating Temperature : -13 Size: 58.8*19*10.6mm Weight : 14.5g			
7	50	piece	32.00	1,600.00	Folder type: expanding material: cardboard size: Legal color: assorted			
8	2	piece	550.00	1,100.00	HDMI CABLE High Speed Gold Plated HDMI TO HDMI Cable - Length: 2Meters - Color: Red - Supports HDMI 2.0b 4K 60hz			
9	4	bottle	685.30	2,741.20	INK, Brother BT5000, cyan, 48.8 ml			
10	4	bottle	685.30	2,741.20	INK, Brother BT5000, magenta, 48.8 ml			
11	4	bottle	685.30	2,741.20	INK, Brother BT5000, yellow, 48.8 ml			
12	4	bottle	686.40	2,745.60	INK, Brother BT60BK, black, 108ml			
13	2	bottle	515.90	1,031.80	Ink, Canon GI-71, 135ml, black			
14	4	bottle	498.30	1,993.20	Ink, Canon GI-71, 70ml, cyan			
15	4	bottle	498.30	1,993.20	Ink, Canon GI-71, 70ml, magenta			
16	4	bottle	498.30	1,993.20	Ink, Canon GI-71, 70ml, yellow			
17	4	bottle	583.00	2,332.00	INK, Epson T6731, Black, 70ml			
18	4	bottle	583.00	2,332.00	INK, Epson T6732, Cyan 70ml			
19	4	bottle	583.00	2,332.00	INK, Epson T6733, Magenta 70ml			
20	4	bottle	583.00	2,332.00	INK, Epson T6734, Yellow 70ml			
21	1	pack	1,155.00	1,155.00	Laminating Film, A4 250 micron x 100's			



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22	1	license	6,500.00	6,500.00	LICENSED MICROSOFT OFFICE PROFESSIONAL 2021 Minimum Specifications: - Microsoft Office Home and Professional 2021 - Classic 2021 versions of Word, Excel, PowerPoint, and Outlook, plus Publisher and Access - Sealed box with physical license key card (not OEM / not pre-installed) - Inclusion: Warranty Certification			
23	2	pack	300.00	600.00	Paper type: photo paper, matte size: A4 color: white thickness: 260 gsm quantity: 10 sheets per pack			
24	10	pack	45.00	450.00	Paper type: specialty board size: A4 color: White to Pale Cream quantity: 10 sheets per pack			
25	5	piece	40.00	200.00	Pen Type: ball point pen, table pen (conical tip with adhesive back base, with telephone-style plastic coil) Color: black tip size: 0.7 mm or 1.0 mm			
26	250	piece	13.20	3,300.00	Pen, with cover type: ballpoint pen color: black tip size: 0.7 mm or 1.0 mm			
27	1	pack	240.00	240.00	Photopaper A4 size Single Sided; Hi-Glossy 260 gsm 20 sheets			
28	4	pack	240.00	960.00	Photopaper A4 size Single Sided; Hi-Glossy 260 gsm 20 sheets			



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29	1	unit	23,500.00	23,500.00	<p>PRINTER (PRINT, SCAN, COPY)</p> <p>Printing Technology: Print Method: On-demand inkjet (piezoelectric) Printer Language: ESC/P-R, ESC/P Raster Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow) Maximum Resolution: 5760 x 1440 dpi Automatic 2-sided Printing: Yes (Up to A4) Print Speed: Photo Default - 10 x 15 cm / 4 x 6 " *1: Approx. 92 sec per photo (Borderless) *2 Approx. 69 sec per photo (Border) *2 Draft, A4 (Black / Colour): Up to 33 ppm / 15 ppm*2 ISO 24734, A4 Simplex (Black / Colour): Up to 10.5 ipm / 5.0 ipm*2 ISO 24734, A4 Duplex (Black / Colour): Up to 6.0 ipm / 4.0 ipm*2 First Page Out Time from Ready Mode (Black / Colour): Approx. 10 sec / 16 sec*2</p>			
30	20	roll	78.65	1,573.00	RIBBON REFILL, for printer Epson LQ310, black			
31	4	cartridge	344.85	1,379.40	RIBBON, for printer Epson LQ310, original, black			
32	1	unit	6,840.00	6,840.00	Shredding capacity- 8 sheets, 5 mins. continuous shredding, bin capacity- 15L, overheating protection, infrared sensor automatic paper feeding, with over heat protection.			
33	1	piece	594.00	594.00	Stamp design: customized (text: "Certified True Copy") size: 6 x 3 cm type: self-inking stamp			
34	20	pad	57.00	1,140.00	Sticky notes flags size: 44 x 12 mm color: assorted quantity 50 sheets per pad			
35	2	roll	236.40	472.80	Tape type: double-sided with foam size: 1 inch length per roll: 5 meters			
36	13	roll	63.60	826.80	Tape type: double-sided size: 1 inch length per roll: 5 meters			
37	4	piece	4,225.00	16,900.00	USB C HUB Type C 3.1 7-in-1 USB C HUB HDMI 4K30Hz + PD 100W + SD + TF + 2x USB3.0 + USB C 5Gbps			
38	5	piece	933.40	4,667.00	USB HUB 3.0 Type A 4 Port, Multi Splitter High Speed OTG for Laptop, PC adaptor Quantity: 1PC Plug and Play Supports Windows Vista, Windows XP, 2000, 98, and Mac OS 8.6 and higher			



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39	1	piece	3,000.00	3,000.00	White board type: with aluminum frame, with magnetic surface size: 3 x 4 feet			
				TOTAL	108,164.60	***Nothing Follows***		

***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 Terms and Conditions, I/We quote you on the item at prices noted above.

RFQ served by:

Jumel S. Patdu

Name of Canvasser
 Canvasser

Printed Name and Signature of Bidder

Item No.	Material Code	Description	Unit	Quantity	Unit Price	Total Amount	Material Code	Description	Unit	Quantity	Unit Price	Total Amount																																																				
29	2023-02-0009	PRINTER (PRINT SCAN COPY) Print technology: Print Method: On-demand inkjet (electronic) Print engine type: Printer engine: ESC/P-R, ESC/P-Raster Nozzle Configuration: 100 x 1 nozzle Black, 90 x 1 nozzle per Colour (Cyan, Magenta, Yellow) Maximum Resolution: 5700 x 140 dpi Automatic 2-sided Printing: Yes (Up to A4) Print Speed: Printout Details - 10 x 15 cm / 4 x 6 " +1: Approx. 82 sec per photo (borderless) / 2 Approx. 88 sec per photo (border) / 2 Dink: A4 (Black / Colour) Up to 33 ppm / 15 ppm / 2 ISO 24724, A4 Simplex, (Black / Colour): Up to 10.5 ppm / 5.0 ppm / 2 ISO 24724, A4 Duplex, (Black / Colour): Up to 6.0 ppm / 4.0 ppm / 2 First Page Out Time from Ready Mode (Black / Colour): RIBBON (for printer Epson LQ310, original, black)	1 unit	23,500.00	23,500.00																																																											
30	2023-02-0009	944-113	20 roll	78.85	1,573.00	10																																																										
31	2023-02-0009	944-113	4 cartridge	344.85	1,379.40	2																																																										
32	2023-02-0009	944-113	1 unit	8,840.00	8,840.00	1																																																										
33	2023-02-0011	NCC-019	1 piece	594.00	594.00	1																																																										
34	2023-02-0011	NCC-020	20 pad	57.00	1,140.00	20																																																										
35	2023-02-0009	944-124	2 roll	236.40	472.80	2																																																										
36	2023-02-0011	NCC-011	13 roll	63.80	829.60	5																																																										
37	2023-02-0011	NCC-022	4 piece	4,225.00	16,900.00	4																																																										
38	2023-02-0011	NCC-023	5 piece	933.40	4,667.00	5																																																										
39	2023-02-0046	944-045	1 piece	3,000.00	3,000.00	1																																																										
<table border="1" style="width: 100%;"> <tr> <td colspan="4">Total Amount -</td> <td>108,164.60</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Total Amount - PR</td> <td>108,164.60</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Actual PR Amount</td> <td>108,164.60</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Discrepancy</td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>													Total Amount -				108,164.60									Total Amount - PR				108,164.60									Actual PR Amount				108,164.60									Discrepancy				-								
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Discrepancy				-																																																												

Legend
Auto Solving Formula
Encoding

Material Code	Description	Unit	Quantity	Unit Price	Total Amount
1,296.00	23,500.00	43,561.20	14,501.20	650.00	24,656.20
1,296.00	23,500.00	43,561.20	14,501.20	650.00	24,656.20