



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:	21-Apr-2025
RFQ No.:	071-2025
PR No.	Various PR

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

- | | |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="radio"/> PhilGEPS Registration Number/ Certificate | <input type="radio"/> Updated Tax Clearance |
| <input type="radio"/> Mayor's/ Business Permit | <input type="radio"/> Sample Invoice/ O.R./ C.R. |
| <input type="radio"/> DTI/ SEC Certificate | <input type="radio"/> Omnibus Sworn Statement (for ABCs above 50K; must be submitted by the winning bidder within two (2) days from notification of Procurement Office |
| <input type="radio"/> BIR Form 2303 | <input type="radio"/> Income/ Business tax Return (for ABCs above 500K) |
| <input type="radio"/> PCAB License (for Infrastructure) | |
| <input type="radio"/> Professional License/ Curriculum Vitae (for Consulting Services) | |

C. This pro-forma quotation may be 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: **29-Apr-2025, 2:00 PM**

Terms and Conditions:

- The BAC will only accept sealed bids or quotations, or bids received via the specified email address mentioned above.
- All entries shall be typed or written in a clear legible manner
- All prices offered herein are valid, binding and effective for sixty (60) calendar days from the deadline of submission. Alternative bids shall be rejected.
- 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
- MMWGH may require you to submit additional documents that will prove your legal, financial and technical capability to undertake this contract
- 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
- 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
- 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
- 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
- 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.
- 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.

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

Very Truly Yours

VINCENT A. ISIP, MPA

Chief Administrative Officer



Department of Health

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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	1	piece	4,360.00	4,360.00	Booth - Collapsible booth - PVC type - With table top - With graphic design - Graphic design size: - Front: at least 32" width x 32" height - Sides: at least 16" width x 32" height - Header: at least 31" x 8" height - Color: White - Height: 4 to 7 ft long - Wide: 2 to 6 ft wide			
2	5	piece	5,548.00	27,740.00	Chair - Type: Rattan chair - Capacity: 2 seater - Material: plastic rattan or synthetic rattan - Size: at least 135 x 77 x 80 cm - Color: Choco" - Suitable for indoor and outdoor environment			
3	4	piece	7,000.00	28,000.00	Chair for Office Color: Black Measurements: Depth: at least 71 cm (28") Max. Height: at least 114 cm (44 7/8") Max. seat height: at least 58 cm (22 7/8") Min. seat height: at least 45 cm (17 3/4") Seat depth: at least 49 cm (19 1/4") Seat width: at least 46 cm (18 1/8") Width: at least 71 cm (28") Features: Adjustable seat height Tilt mechanism Tilt lock Automatic tilt tension Synchronized tilt mechanism Lumbar support Removable and washable cover			
4	10	piece	504.00	5,040.00	Chair, monoblock Material: Plastic: Made from polypropylene or polyethylene Dimensions: Seat Height: 43 - 45 cm (17 - 18 inches) Seat Width: 40 - 45 cm (16 - 18 inches) Seat Depth: 40 - 45 cm (16 - 18 inches) Overall Height: 75 - 85 cm (30 - 33 inches) Weight: Lightweight: Around 2 - 4 kg (4 - 9 lbs) Load Capacity: Weight Support: Can generally support up to 120 - 150 kg (265 - 330 lbs). Color: White Durability: Waterproof Special Features: Can be stackable for easy storage			



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Date: 21-Apr-2025
RFQ No.: 071-2025
PR No.: Various PR

5	3	unit	5,760.00	17,280.00	Folding Table 6ft Length: 180-182cm Width: 74-76cm Height: 74cm Color: Material: HDPE plastic and Steel Frame			
6	2	set	3,540.00	7,080.00	Paint by Number Design: Colorful Bouquet With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)			
7	2	set	3,540.00	7,080.00	Paint by Number Design: Orange Vector With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)			
8	2	set	3,540.00	7,080.00	Paint by Number Design: Reflecting Nature With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)			
9	2	set	3,540.00	7,080.00	Paint by Number Design: Sunflower Window Light With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint SIZING INFO Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)			
10	4	piece	6,800.00	27,200.00	Table • Type: for desktop • Size: 123 x 48 x 76 cm (LWH) • Weight: 26kg • Material: Particle board + PVC + Powder coated Frame • Color: Natural Oak • With two drawers • Alloy Metal legs			
11	30	piece	1,100.00	33,000.00	Bag for toiletries with hook Color: any dark color With slip pockets and loops to hold containers upright With mesh interior panel for both slip pockets With top grab handle Water resistant Hanging hook tucks into pocket when not in use			



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12	40	piece	385.00	15,400.00	Bath towel, cotton, absorbent, standard size 29x52 inches, any color except white			
13	10	piece	44.55	445.50	Battery AA			
14	10	piece	49.69	496.90	Battery AAA			
15	8	piece	400.00	3,200.00	Comb to straight hair, wide tooth with handle Material: Plastic			
16	2	set	3,100.00	6,200.00	Cutter • Type: Cookie cutter with a Christmas theme • Material: Stainless steel, polypropylene, metal • Quantity: 16 pieces per set • Color: Multicolor • Dimension: 11.02 x 9.09 x 1.65" (28 x 23.1 x 4.2cm)			
17	5	piece	750.00	3,750.00	Dispenser - Type: Glass Jar Dispenser - Inclusions: With metal base stand and wooden handle - Stainless steel Faucet - With metal seal cover - Size: Height: 27cm, Diameter: 17cm, Caliber: 10.5cm - Capacity: 5L			
18	50	bottle	330.00	16,500.00	Dishwashing Liquid, Antibacterial, Concentrate, at least 780mL, properly labeled			
19	10	pack	66.00	660.00	Dishwashing Sponge, heavy duty, web with yellow sponge size, 3 pieces per pack (minimum), 100mmx75mmx30mm, well-absorbent foam			
20	3	bottle	550.00	1,650.00	Dry Shampoo With fresh and fragrant scent Paraben-free Size: 150mL Spray bottle type			
21	70	piece	160.00	11,200.00	Face towel Color: white Made from medical-grade antibacterial cotton Size: 12 x 30 in Suitable to all types of skin			
22	24	pack	52.50	1,260.00	Gloves, plastic (cast polyethylene) disposable, small, 100 pieces per pack			
23	100	piece	2.40	240.00	Paper bowl, round, disposable, environment-friendly material, plain white in color, no print, 390cc with well-fitted lid, hot and cold suitable foods			
24	6	pack	450.00	2,700.00	Paper Box, Type: Cupcake Box, Material: Paper with holder set Capacity: 6 hole holder, Color: White, Size: At least 9" x 6" x 3" Quantity: at least 20 to 30 pieces per pack			
25	200	piece	2.25	450.00	Paper cup, 12 oz, disposable, environment-friendly material, plain white, without lids, suitable for hot and cold drinks			
26	6	pack	270.00	1,620.00	Plastic Bag, resealable, Size: 17.7 x 17.3 cm (medium), 20 bags per pack Reusable, Double seal			



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27	6	pack	280.00	1,680.00	Plastic Bag, resealable, Size: 24.4 x 26.8 cm (large), 20 bags per pack Reusable			
28	35	pack	120.00	4,200.00	Plate, Type: Paper plate, Color: Silver round, Size: 9" Quantity: 20 pieces			
29	4	unit	9,800.00	39,200.00	Shaver, electric, Color: black, Dimensions (H x W x D) 92mm x 162mm x 245mm For wet and dry shaving,Charging time: 1 hour full charge, with 5 min quick charge With 3 level LED display, With rubber grip technology and with protective cap With pop-up trimmer, One touch open for easy cleaning, With 2 years warranty			
30	1	unit	2,000.00	2,000.00	Mixer - Type: Electric hand mixer - With 7 speed control option - Electric: 150 W - With one-touch beater ejection button for easy removal - Inclusions: Stainless steel bowl, dough hooks - Color: White and pink - Size: 280 x 180 x 300 mm			
31	1	unit	12,500.00	12,500.00	Oven • Type: Convection and Rotisserie • Capacity: 42L • Power Input: 2000W • Dimension: L: 53.5cm x W: 41cm x H: 34.3cm • With Turbo broiler convection function • Inclusions: Enamel baking tray (2), stainless steel grill rack (2), tray holder, rotisserie set, skewer holder, crumb tray • With 1 year warranty on electrical parts			
32	50	piece	90.00	4,500.00	Jar - Type: Glass Candle Jar with silver lid - Color: Transparent - Height: 8.6cm - Diameter: 5.9cm - Lid size: 6.8cm - Capacity: 200ml			
33	5	piece	800.00	4,000.00	Molder • Type: Cupcake molder • Shape: Round cup • Approximately 6 cups • Cup size: 8.5 cm • Color: Black • Material: Carbon steel and non-stick			
34	5	pack	350.00	1,750.00	Molder Screen Paper • Type: Paper frame wooden paper holder • Material: Paulownia • Size: 20 x 30cm" • Color: wood • Inclusion: 1 x paper making molder frame			
35	2	bottle	220.00	440.00	Talc Powder 200 Grams			



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36	25	set	260.00	6,500.00	Container - Refillable with neutral color cap - Inclusions: - 1 lotion bottle (75ml) - 1 pump bottle (75ml) - 2 cream jar (10g) - 1 spatula - 1 funnel and/or 1 dropper			
37	11	pack	75.00	825.00	Cotton buds Fiber composition: 100% cotton Plastic stem (unbreakable safe plastic stem) 108 tips			
38	3	piece	290.00	870.00	Dental floss mint flavor 50ml Slides easily between teeth without shredding Removes plaque between teeth and below the gum line			
39	18	bottle	350.00	6,300.00	Deodorant • With Natural Mineral component • Anti-perspirant • Anti-bacterial • Paraben, alcohol and aluminum chlorohydrate free • Spray bottle • At least 100-118ml			
40	8	bottle	850.00	6,800.00	Lotion • Moisturizing lotion • With sun protection of approximately 24-50 SPF • At least 125-200ml • Bottle with pump • Dermatologically tested • Hypoallergenic			
41	6	bottle	290.00	1,740.00	Lotion Type: Insect Repellent, Anti-Mosquito Active Ingredients: IR3535: Also known as 3-[N-Butyl-N-acetyl]-aminopropionic acid, ethyl ester. Non-DEET Formula. Sun Protection. Organic UV Filters. Germ Protection: Duration of Protection: up to 8 Hours protection Skin Compatibility: Hypoallergenic. Dermatologically Tested. Derm -Cool Formula Application: non greasy Size and Packaging: 50ml			
42	4	bottle	270.00	1,080.00	Powder - For prickly heat - With protection and cooling effect - Dimensions: L - 6cm x W - 3cm x H - 12.5cm" - At least 100-200g			
43	8	bottle	860.00	6,880.00	Shampoo • For anti-dandruff • Clinically proven safe and effective • Bottle with pump • Approximately 800ml-1.2L			
44	5	pack	400.00	2,000.00	Wet wipes - Disposable - For cleansing - Antibacterial and alcohol free - Soft and gentle to all skin type - 90 sheets per single pack			



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45	5	bottle	310.00	1,550.00	Feminine wash safe for daily use 250ml Hypoallergenic Gynecologically Tested With odor control			
					Nothing Follows			

TOTAL 341,527.40

***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

PURCHASE REQUEST

J. Paldu

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITALFund Cluster: 01

Office/Section :		PR No.: <u>2025-04-0158</u>		Date: February 13, 2025 <u>April 08, 2025</u>	
Occupational Therapy Unit		Responsibility Center Code: MED-OTU			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	Booth - Collapsible booth	1	4,360.00	4,360.00
		- PVC type			-
		- With table top			-
		- With graphic design			-
		- Graphic design size:			-
		- Front: at least 32" width x 32" height			-
		- Sides: at least 16" width x 32" height			-
		- Header: at least 31" x 8" height			-
		- Color: White			-
		- Height: 4 to 7 ft long			-
		- Wide: 2 to 6 ft wide OTU-009/OTU-001			-
	Piece	Chair - Type: Rattan chair	5	5,548.00	27,740.00
		- Capacity: 2 seater			-
		- Material: plastic rattan or synthetic rattan			-
		- Size: at least 135 x 77 x 80 cm			-
		- Color: Choco			-
		- Suitable for indoor and outdoor environment OTU-013/OTU-001			-
	Piece	Chair • For office	4	7,000.00	28,000.00
		• Color: Black			-
		• Measurements:			-
		• Depth: at least 71 cm (28")			-
		• Max. Height: at least 114 cm (44 7/8")			-
		• Max. seat height: at least 58 cm (22 7/8")			-
		• Min. seat height: at least 45 cm (17 3/4")			-
		• Seat depth: at least 49 cm (19 1/4")			-
		• Seat width: at least 46 cm (18 1/8")			-
		• Width: at least 71 cm (28")			-
		Features:			-
		• Adjustable seat height			-
		• Tilt mechanism			-
		• Tilt lock			-
		• Automatic tilt tension			-
		• Synchronized tilt mechanism			-
		• Lumbar support			-
		• Removable and washable cover OTU-014/OTU-007			-
				Subtotal	60,100.00

Purpose: The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.

PURCHASE REQUEST

J. P. Pardo

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITALFund Cluster: 01

Office/Section: <u>Occupational Therapy Unit</u>		PR No.: <u>2025-04-0158</u>		Date: <u>February 13, 2025</u>	
		Responsibility Center Code: <u>MED-OTU</u>		<u>April 08, 2025</u>	
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	Chair, monoblock Material: • Plastic: Made from polypropylene or polyethylene Dimensions: • Seat Height: 43 - 45 cm (17 - 18 inches) • Seat Width: 40 - 45 cm (16 - 18 inches) • Seat Depth: 40 - 45 cm (16 - 18 inches) • Overall Height: 75 - 85 cm (30 - 33 inches) Weight: • Lightweight: Around 2 - 4 kg (4 - 9 lbs) Load Capacity: • Weight Support: Can generally support up to 120 - 150 kg (265 - 330 lbs). Color: • White Durability: • Waterproof Special Features: • Can be stackable for easy storage	10	504.00	5,040.00
		OTU-015/OTU-008			-
	Unit	Folding Table 6ft Length: 180-182cm Width: 74-76cm Height: 74cm Color: Material: HDPE plastic and Steel Frame	3	5,760.00	17,280.00
		OTU-040/OTU-007-008			-
	Set	Paint by Number Design: Colorful Bouquet With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)	2	3,540.00	7,080.00
		OTU-074/OTU-005			-
				Subtotal	29,400.00
Purpose:		The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.			

PURCHASE REQUEST

J. Palda

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

Office/Section :

PR No.: **2025-04-0158**Date: **February 13, 2025**

Occupational Therapy Unit

Responsibility Center Code: **MED-OTU**

April 08, 2025

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Set	Paint by Number Design: Orange Vector With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)	2	3,540.00	7,080.00
		OTU-075/OTU-005			-
	Set	Paint by Number Design: Reflecting Nature With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)	2	3,540.00	7,080.00
		OTU-076/OTU-005			-
	Set	Paint by Number Design: Sunflower Window Light With Brush Set (6 pieces) With Frame 24 Colors Premium Acrylic Paint SIZING INFO Painting Area: 20" x 16" (50x40cm) Total Canvas Area: 22.5" x 18.5" (57x47cm)	2	3,540.00	7,080.00
		OTU-077/OTU-005			-
	Piece	Table • Type: for desktop • Size: 123 x 48 x 76 cm (LWH) • Weight: 26kg • Material: Particle board + PVC + Powder coated Frame • Color: Natural Oak • With two drawers • Alloy Metal legs OTU-107/OTU-007	4	6,800.00	27,200.00
		FUNDS AVAILABLE			
		Subtotal			48,440.00
		Grand total			137,940.00

Purpose: The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.

Signature :

Requested by:

Approved by:

Printed Name : **MARIA THERESA SARAH C. RIVERA, MD, MHM, MBA****RUBY LYNDIA T. REYES, MD, MHM, MBA**Designation : **Medical Officer IV/Unit Head, OTU****Chief of Medical Professional Staff II**

PURCHASE REQUEST

J. Paldu

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITALFund Cluster: 01

Office/Section : Occupational Therapy Unit		PR No.: <u>2025-04-0161</u> Responsibility Center Code: MED-OTU		Date: <u>April 08, 2025</u>	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	Bag for toiletries with hook Color: any dark color	30	1,100.00	33,000.00
		With slip pockets and loops to hold containers upright			-
		With mesh interior panel for both slip pockets With top grab handle			-
		Water resistant Hanging hook tucks into pocket			-
		when not in use OTU-002/OTU003, 007			-
	Piece	Bath towel , cotton, absorbent, standard size 29x52 inches, any color except white	40	385.00	15,400.00
		OTU-004/OTU-001-002-003-004, 007			-
	Piece	Battery AA OTU-005/OTU-007	10	44.55	445.50
	Piece	Battery AAA OTU-006/OTU-007	10	49.69	496.90
	Piece	Comb to straight hair, wide tooth with handle Material: Plastic OTU-020/OTU-007	8	400.00	3,200.00
	Set	Cutter • Type: Cookie cutter with a Christmas theme	2	3,100.00	6,200.00
		• Material: Stainless steel, polypropylene, metal			-
		• Quantity: 16 pieces per set			-
		• Color: Multicolor			-
		• Dimension: 11.02 x 9.09 x 1.65"			-
		(28 x 23.1 x 4.2cm) OTU-027/OTU-001			-
	Piece	Dispenser - Type: Glass Jar Dispenser	5	750.00	3,750.00
		- Inclusions: With metal base stand and wooden handle			-
		- Stainless steel Faucet			-
		- With metal seal cover			-
		- Size: Height; 27cm, Diameter; 17cm, Caliber; 10.5cm			-
		- Capacity: 5L OTU-032/OTU-001			-
					-
					-
				Subtotal	62,492.40
Purpose:		The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.			

PURCHASE REQUEST

J. Patdu

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

Office/Section : Occupational Therapy Unit		PR No.: 2025-04-0161 Responsibility Center Code: MED-OTU		Date: April 08, 2025	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Bottle	Dishwashing Liquid, Antibacterial, Concentrate, at least 780mL,	50	330.00	16,500.00
		properly labeled OTU-030/OTU-003, 008			-
	Pack	Dishwashing Sponge, heavy duty, web with yellow sponge size, 3 pieces per pack (minimum), 100mmx75mmx30mm, well-absorbent foam OTU-031/OTU-008	10	66.00	660.00
					-
	Bottle	Dry Shampoo With fresh and fragrant scent	3	550.00	1,650.00
		Paraben-free Size: 150mL			-
		Spray bottle type OTU-033/OTU-007			-
	Piece	Face towel Color: white	70	160.00	11,200.00
		Made from medical-grade antibacterial cotton Size: 12 x 30 in			-
		Suitable to all types of skin OTU-035/OTU-001-005, 007			-
	Pack	Gloves, plastic (cast polyethylene) disposable, small, 100 pieces	24	52.50	1,260.00
		per pack OTU-043/OTU-001, 008			-
	Piece	Paper bowl, round, disposable, environment-friendly material, plain white in color, no print, 390cc with well-fitted lid, hot and cold suitable foods OTU-084/OTU-001	100	2.40	240.00
					-
	Pack	Paper Box, Type: Cupcake Box, Material: Paper with holder set	6	450.00	2,700.00
		Capacity: 6 hole holder, Color: White, Size: At least 9" x 6" x 3"			-
		Quantity: at least 20 to 30 pieces per pack OTU-085/OTU-001			-
	Piece	Paper cup, 12 oz, disposable, environment-friendly material, plain white, without lids, suitable for hot and cold drinks OTU-086/OTU-001	200	2.25	450.00
					-
	Pack	Plastic Bag, resealable, Size: 17.7 x 17.3 cm (medium), 20 bags per pack	6	270.00	1,620.00
		Reusable, Double seal OTU-091/OTU-001, 007			-
				Subtotal	36,280.00
Purpose:		The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.			



PURCHASE REQUEST

J. Padua

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITALFund Cluster: 01

Office/Section : Occupational Therapy Unit		PR No.: <u>2025-04-0161</u> Responsibility Center Code: MED-OTU		Date: <u>April 08, 2025</u>	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pack	Plastic Bag, resealable, Size: 24.4 x 26.8 cm (large), 20 bags per pack	6	280.00	1,680.00
		Reusable OTU-092/OTU-001, 007			-
	Pack	Plate, Type: Paper plate, Color: Silver round, Size: 9"	35	120.00	4,200.00
		Quantity: 20 pieces OTU-093/OTU-001, 007, 008			-
	Unit	Shaver, electric, Color: black, Dimensions (H x W x D) 92mm x 162mm x 245mm	4	9,800.00	39,200.00
		For wet and dry shaving, Charging time: 1 hour full charge, with 5 min quick charge			-
		With 3 level LED display, With rubber grip technology and with protective cap			-
		With pop-up trimmer, One touch open for easy cleaning,			-
		With 2 years warranty			-
		OTU-102/OTU-007			-
					-
					-
		<i>*Nothing follows*</i>			-
					-
					-
					-
		FUNDS AVAILABLE			-
		<i>Signature</i>			-
		MARY JOY S. BANIQUED Administrative Officer IV			-
		15 APR 2025			-
				Subtotal	45,080.00
					-
				Grand total	143,852.40

Purpose: The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.

Signature :	Requested by: 	Approved by: 
Printed Name :	<u>MARIA THERESA SARAH C. RIVERA, MD, MHM, MBA</u>	<u>RUBY LYNDA T. REYES, MD, MHM, MBA</u>
Designation :	<u>Medical Officer IV/Unit Head, OTU</u>	<u>Chief of Medical Professional Staff II</u>

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Office/Section :		PR No.: <u>2025-04-U 162</u>		Date: <u>April 8, 2025</u>	
Occupational Therapy Unit		Responsibility Center Code: MED-OTU			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	Mixer - Type: Electric hand mixer	1	2,000.00	2,000.00
		- With 7 speed control option			-
		- Electric: 150 W			-
		- With one-touch beater ejection button for easy removal			-
		- Inclusions: Stainless steel bowl, dough hooks			-
		- Color: White and pink			-
		- Size: 280 x 180 x 300 mm OTU-065/OTU-007			-
	Unit	Oven • Type: Convection and Rotisserie	1	12,500.00	12,500.00
		• Capacity: 42L			-
		• Power Input: 2000W			-
		• Dimension: L: 53.5cm x W: 41cm x H: 34.3cm			-
		• With Turbo broiler convection function			-
		• Inclusions: Enamel baking tray (2), stainless steel grill rack (2), tray holder, rotisserie set,			-
		skewer holder, crumb tray			-
		• With 1 year warranty on electrical parts			-
		OTU-071/OTU-007			-
					-
		<i>*Nothing follows*</i>			-
					-
		FUNDS AVAILABLE			-
		<i>Faudpur</i>			-
		MARY JOY S. BARIQUED			-
		Administrative Officer IV			-
		15 APR 2025			-
					-
				Grand total	14,500.00

Purpose:	The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.
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Requested by:	Approved by:
Signature :	
Printed Name : <u>MARIA THERESA SARAH C. RIVERA, MD, MHM, MBA</u>	<u>RUBY LYNDIA T. REYES, MD, MHM, MBA</u>
Designation : <u>Medical Officer IV/Unit Head, OTU</u>	<u>Chief of Medical Professional Staff II</u>

PURCHASE REQUEST

J. Paldu

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITALFund Cluster: 01

Office/Section : <u>Occupational Therapy Unit</u>		PR No.: <u>2025-04-0167</u>		Date: <u>April 10, 2025</u>	
		Responsibility Center Code: <u>MED-OTU</u>			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	Jar - Type: Glass Candle Jar with silver lid	50	90.00	4,500.00
		- Color: Transparent			-
		- Height: 8.6cm			-
		- Diameter: 5.9cm			-
		- Lid size: 6.8cm			-
		- Capacity: 200ml OTU-052/OTU-001			-
	Piece	Molder • Type: Cupcake molder	5	800.00	4,000.00
		• Shape: Round cup			-
		• Approximately 6 cups			-
		• Cup size: 8.5 cm			-
		• Color: Black			-
		• Material: Carbon steel and non-stick OTU-066/OTU-001			-
	Pack	Molder Screen Paper • Type: Paper frame wooden paper holder	5	350.00	1,750.00
		• Material: Paulownia			-
		• Size: 20 x 30cm			-
		• Color: wood			-
		• Inclusion: 1 x paper making molder frame			-
		OTU-067/OTU-001			-
	Bottle	Talc Powder 200 Grams OTU-109/OTU-003	2	220.00	440.00
		Nothing follows			
		FUNDS AVAILABLE			
		<i>Jamgud</i>			
		MARY JOY S. BANIQUED Administrative Officer IV			
		15 APR 2025			
				Grand total	10,690.00
Purpose: <u>The items mentioned above are utilized for implementing programs throughout all Occupational Therapy Unit programs and activities.</u>					
Requested by: <i>[Signature]</i>			Approved by: <i>[Signature]</i>		
Signature :			Signature :		
Printed Name : <u>MARIA THERESA SARAH C. RIVERA, MD, MHM, MBA</u>			Printed Name : <u>RUBY LYNDA T. REYES, MD, MHM, MBA</u>		
Designation : <u>Medical Officer IV/Unit Head, OTU</u>			Designation : <u>Chief of Medical Professional Staff II</u>		

PURCHASE REQUEST



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

Office/Section : Occupational Therapy Unit		PR No.: 2025-04-0168 Responsibility Center Code: MED-OTU		Date: APRIL 10, 2025	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Set	Container - Refillable with neutral color cap	25	260.00	6,500.00
		- Inclusions:			-
		- 1 lotion bottle (75ml)			-
		- 1 pump bottle (75ml)			-
		- 2 cream jar (10g)			-
		- 1 spatula			-
		- 1 funnel and/or 1 dropper			-
		OTU-022/OTU-003, 007			-
	Pack	Cotton buds Fiber composition: 100% cotton	11	75.00	825.00
		Plastic stem (unbreakable safe plastic stem)			-
		108 tips OTU-025/OTU-003, 007			-
	Piece	Dental floss mint flavor 50ml	3	290.00	870.00
		Slides easily between teeth without shredding			-
		Removes plaque between teeth and			-
		below the gum line OTU-028/OTU-007			-
	Bottle	Deodorant • With Natural Mineral component	18	350.00	6,300.00
		• Anti-perspirant			-
		• Anti-bacterial			-
		• Paraben, alcohol and aluminum chlorohydrate free			-
		• Spray bottle			-
		• At least 100-118ml OTU-029/OTU-001-004, 007			-
	Bottle	Lotion • Moisturizing lotion	8	850.00	6,800.00
		• With sun protection of approximately 24-50 SPF			-
		• At least 125-200ml			-
		• Bottle with pump			-
		• Dermatologically tested			-
		• Hypoallergenic OTU-058/OTU-003, 007			-
				Subtotal	21,295.00

Purpose: The purpose of these items is for the service users as part of the activities of daily living.

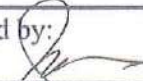

PURCHASE REQUEST

J. Pardo

Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITALFund Cluster: 01

c/Section: <u>Occupational Therapy Unit</u>		PR No.: <u>2025-04-0168</u>		Date:	
		Responsibility Center Code: <u>MED-OTU</u>			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Bottle	Lotion Type: Insect Repellent, Anti-Mosquito	6	290.00	1,740.00
		Active Ingredients: IR3535: Also known as 3-[N-Butyl-N-acetyl]			-
		-aminopropionic acid, ethyl ester. Non-DEET Formula. Sun Protection. Organic UV Filters.			-
		Germ Protection: Duration of Protection: up to 8 Hours protection			-
		Skin Compatibility: Hypoallergenic. Dermatologically Tested. Derm -Cool Formula			-
		Application: non greasy Size and Packaging: 50ml			-
		OTU-059/OTU-003, 007			-
	Bottle	Powder - For prickly heat	4	270.00	1,080.00
		- With protection and cooling effect - Dimensions: L - 6cm x W - 3cm x H - 12.5cm			-
		- At least 100-200g OTU-095/OTU-003			-
	Bottle	Shampoo • For anti-dandruff	8	860.00	6,880.00
		• Clinically proven safe and effective • Bottle with pump			-
		• Approximately 800ml-1.2L OTU-101/OTU-003, 007			-
	Pack	Wet wipes - Disposable	5	400.00	2,000.00
		- For cleansing - Antibacterial and alcohol free			-
		- Soft and gentle to all skin type - 90 sheets per single pack OTU-117/OTU-007			-
	Bottle	Feminine wash safe for daily use 250ml	5	310.00	1,550.00
		Hypoallergenic Gynecologically Tested With odor control OTU-036/OTU-003, 007	FUNDS AVAILABLE		-
		<i>*Nothing follows*</i>	<i>Janet</i>	Subtotal	13,250.00
			<i>MARY JOY S. BANIQUED</i> Administrative Officer IV	Grand total	34,545.00

Purpose: The purpose of these items is for the service users as part of the activities of daily living. The pulse oximeter is used to monitor the service users' vital signs before and after the activity if there are concerns about their health while in the Occupational Therapy Unit and in case of any unexpected events.

Requested by: 	Approved by: 
Signature: _____	Signature: _____
Printed Name: <u>MARIA THERESA SARAH C. RIVERA, MD, MHM, MBA</u>	<u>RUBY LYNDA T. REYES, MD, MHM, MBA</u>
Designation: <u>Medical Officer IV/Unit Head, OTU</u>	<u>Chief of Medical Professional Staff II</u>