



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: 19-May-2025

RFQ No.: ~~083-2025~~ **084-2025**

PR No. 2025-05-0180 OCAO

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](mailto:bidsandawardscommittee.mmwgh@gmail.com) adhering to the following conditions on or before: **23-May-2025**

### 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



Department of Health  
Central Luzon Center for Health Development  
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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	LOT	122,400.00	122,400.00	Tokens for Public-Private Partnership			
		34	600.00	20,400.00	Polo Shirt, Black			
					HONEYCOMB, 1×1 rib flat knitted collar , Double-needle sleeve and bottom hem, Necktape, 2-button placket			
					Size:			
					SMALL = 3 pcs			
					MEDIUM = 13 pcs			
					LARGE = 8 pcs			
					XL = 3 pcs			
					2XL = 3 pcs			
					3XL = 2 pcs			
					4XL = 2 pcs			
					Total: 34 pcs			
		34	600.00	20,400.00	Polo Shirt, Royal Blue			
					HONEYCOMB, 1×1 rib flat knitted collar , Double-needle sleeve and bottom hem, Necktape, 2-button placket			
					Size:			
					SMALL = 3 pcs			
					MEDIUM = 13 pcs			
					LARGE = 8 pcs			
					XL = 3 pcs			
					2XL = 3 pcs			
					3XL = 2 pcs			
					4XL = 2 pcs			
					Total: 34 pcs			
		34	1,200.00	40,800.00	Personalized Corporate Jacket			
					Water Repellent Fabric, Embroidered Logo			
					Size:			
					SMALL = 3 pcs			
					MEDIUM = 7 pcs			
					LARGE = 7 pcs			
					XL = 4 pcs			
					2XL = 5 pcs			
					3XL = 3 pcs			
					4XL = 5 pcs			
					Total: 34 pcs			
		34	1,200.00	40,800.00	Personalized Jacket, Full Zip Hoodie Sweatshirt			
					at least 285 gsm, 50% cotton / 50% polyester,			
					Size:			
					SMALL = 3 pcs			
					MEDIUM = 7 pcs			





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					LARGE = 7 pcs			
					XL = 4 pcs			
					2XL = 5 pcs			
					3XL = 3 pcs			
					4XL = 5 pcs			
					Total: 34 pcs			
					** nothing follows **			

TOTAL 122,400.00

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

RFQ served by:

**Randolph B. Abuyo**

Name of Canvasser

Canvasser

Printed Name and Signature of Bidder

MMH-PRO-03-01-02

## PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster:

Office/Section : <b>OCAO</b>		PR No.: <b>2025-05-0180</b>		Date: <b>MAY 14, 2025</b> <del>4/28/2025</del>	
		Responsibility Center Code : <b>HOP-CAO</b>			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		Tokens CAO-007008 001,003,004,005			
	lot	Polo Shirt (Black/Royal Blue)	68	600.00	40,800.00
		HONEYCOMB, 1*1 rib flat knitted collar, Double needle sleeve and bottom hem, Necktape, 2-button placket color black			
		Size      Black      Royal Blue			
		SMALL-      3      3			
		MEDIUM-      13      13			
		LARGE-      8      8			
		XL-      3      3			
		2XL-      3      3			
		3XL-      2      2			
		4XL-      2      2			
		Total=      34      34			
		Jacket			
		Jacket (hoodie) at least 285 gsm. adult full zip hoodie sweatshirt, 50% cotton, 50% polyester, Preshrunk Fleece Knit	34	1,200.00	40,800.00
		Size			
		SMALL-      3			
		MEDIUM-      7			
		LARGE-      7			
		XL-      4			
		2XL-      5			
		3XL-      3			
		4XL-      5			
		Total=      34			
		Jacket (Corporate) Water Repellent FABric Embroidered logo	34	1,200.00	40,800.00
		Size			
		SMALL-      3			
		MEDIUM-      7			
		LARGE-      7			
		XL-      4			
		2XL-      5			
		3XL-      3			
		4XL-      5			
		Total=      34			
		*nothing follows*			
				Total	122,400.00

Purpose: Tokens for the participants of "Prioritization Workshop on Solicited Public- Private Partnership Proposals for Centers for Health Development, Selected Drug Abuse Treatment and Rehabilitation Centers" on April 8-11, 2025

Requested by:  
Signature : *[Signature]*  
Printed Name : **JUN ANGEL JOA S. ORLINO**  
Designation : **Administrative Assistant III**

Approved by: *[Signature]*  
**VINCENT A. ISIP, MPA**  
Chief Administrative Officer