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

BAGONG PILIPINAS

# REQUEST FOR QUOTATION (RFQ)

Date: 14-Aug-2025
RFQ No.: 142-2025
PR No. 2025-07-0223

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: 21-Aug-2025 (4:00 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 "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 auntheticated 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
**MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL**
P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105
Mobile: 0968-854-5320
BAGONG PILIPINAS procurement@mmh.gov.ph/ procurement.mmwgh@gmail.com / mmwgh.gov.ph

# REQUEST FOR QUOTATION (RFQ)

Date: 14-Aug-2025
RFQ No.: 142-2025
PR No. 2025-07-0223

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 | UNIT | 65,000.00 | 65,000.00 | Weighing Scale, Digital For Laboratory Use<br>Minimum Technical Specifications<br>Weighing rage: Up to 2.5 Kg<br>With LCD display and LED indicators<br>With Power Switch<br>With Zero Set Provision for the weight of the container : Automatic on initialization/manual<br>With at least: 500VA AVR with 3-prong male socket for the plug<br>With calibration certificate or Test Report of the equipment from the manufacturer | | | |
| | | | | | **NOTE: Please see the attached detailed Technical Specifications of each equipment** | | | |
| | | | | | ***NOTHING FOLLOWS*** | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | TOTAL | 65,000.00 | | | | |

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

RFQ served by:

**Marc Rommell P. Urriquia**
**Name of Canvasser**
**Canvasser**

Printed Name and Signature of Bidder

Marc Romuald P. Urdiquia

# PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: '05

Office/Section : LABORATORY

PR No.: 2025-07-0223

Responsibility Center Code : AHP-LAB

Date: 07 July 2025

| Stock/ Property No. | Unit | Item Description | Quantity | Unit Cost | Total Cost |
|---|---|---|---|---|---|
| | Unit | LAB-180/ LAB-008 | **Weighing Scale, Digital, For Laboratory Use**<br><br>Minimum Technical Specifications:<br>Weighing rage: Up to 2.5 Kg<br>With LCD display and LED indicators<br>With Power Switch<br>With Zero Set Provision for the weight of the container: Automatic on initialization/ manual<br>With at least 500VA AVR with 3-prong male socket for the plug<br>With calibration certificate or Test Report of the equipment from the manufacturer | 1 | 65,000.00 | 65,000.00 |
| | Unit | LAB-181/ LAB-008 | **Hot Plate, Digital, For Laboratory Use**<br><br>Minimun Technical Specifications:<br>Magnetic stirrer with heating and ceramic heating plate<br>Temperature heating range: at least 50- 500 °C<br>Chemical resistant<br>Motor for stirring: up to 10L of liquid<br>Speed range: up to 1500 rpm<br>Stirring bar: up to 80mm in length<br>With Hot top Indicator<br>With LED display for temperature<br>With at least 500VA AVR with 3-prong male socket for the plug<br>With calibration certificate or Test Report of the equipment from the manufacturer | 1 | 55,000.00 | 55,000.00 |
| | Unit | LAB-184/ LAB-008 | **Water Bath, Digital**<br><br>Minimum Technical Specifications:<br>Capacity: At least 14 Liter (filling volume)<br>Working Temperature Range: At least 18- 99.9 °C<br>Temperature Stability: At least ±0.15 °C<br>Bath tank: Stainless steel<br>Housing: Nicks, scratches and corrosives resistant<br>Usable Bath Opening (W x L/D): At least 33 x 27/14 cm<br>Power Requirement: 220- 240 VAC 50 – 60 Hz<br><br>Minimum Features and accessories:<br>With LED display<br>With key panel control<br>With drain screw<br>With timer (Hr:Min)<br>With alarm messages and sound signals<br>With Mains switch protected against spray water<br>With non-slip rubber feet<br>With side grips<br>With Bath Cover (accessory)<br>With at least one (1) year warranty on parts and services<br>With free calibration upon installation | 1 | 106,500.00 | 106,500.00 |
| | | | **Note: Please see the attached detailed Technical Specifications of each equipment** | | | |
| | | | **Nothing Follows** | | | |
| | | | **TOTAL** | | | 226,500.00 |

Purpose:
Equipment for Microbiology Section

Requested by:

Signature :
Printed Name : RACHELLE R. RODRIGUEZ, RMT
Designation : Chief Medical Technologist

Approved by:

ILDEBRANDO R. RUAYA JR., RN, MHSS, FISQua
Chief Health Program Officer
Head, Allied Health Professional Service

FUNDS AVAILABLE

MARY JOY S. BANIQUED
Administrative Officer IV

15 JUL 2025

## TECHNICAL SPECIFICATIONS

**Name of Project**

Supply, Delivery, Testing and Commissioning of Brand New
**DIGITAL WEIGHING SCALE for LABORATORY USE**
**(Small Value Procurement)**

**Technical Specification**

Minimum Specifications:

1. Weighing range: Up to 2.5 Kg
2. Digital for Laboratory Use
3. With LCD display and LED indicators
4. With power switch
5. With Zero Set Provision for the weight of the container. Automatic on initialization/ manual
6. Designed to meet international safety requirements of EN 610101 (IEC 61010-1); with CE mark
7. Power supply: 230 +/- 10%; VAC, 60Hz
8. With at least 500VA AVR with 3-prong male socket for the plug
9. Brand new
10. Provide: Product brochure or technical data sheet(s) of the equipment showing the technical specification in English language.
11. Provide: Certificate of training of machine technicians and engineers in handling the equipment issued by the manufacturer or authorized distributor.
    List of technicians and engineers and their corresponding licenses.

**Requirements if Awarded the Contract**

1. Completion period: The delivery, testing and commissioning of the equipment and its accessories, including the training of end-user and maintenance staff must be completed within 60 calendar days upon receipt of the Purchase Order.
2. Testing: Prior to acceptance, the end user shall conduct a physical inspection and functionality test. The equipment must be functioning and must have no physical damage and defect.

3. Training: The supplier shall provide a training on proper use and maintenance of the equipment to the end-users and to the hospital maintenance staff.

4. Calibration Certificate or Test Report of the equipment from the manufacturer.

5. Warranty: Warranty certificate for at least one (1) year on parts and on services. The supplier shall either repair or replace any item or part in the equipment that is found to be defective in material or in workmanship under normal use. The warranty period shall commence from the date of acceptance by the end-user after testing and commissioning.

6. Notarized undertaking that the equipment and its accessories are brand new, unused, not discontinued models and were not subjected to any product recall.

7. Notarized undertaking that the supplier shall conduct the necessary corrective maintenance within five (5) calendar days upon notification of equipment breakdown from the end-user. The undertaking shall include a statement that the number of days where the equipment is unusable due to defective material or workmanship, shall be added to warranty period.

8. Notarized undertaking that the supplier shall provide free semi-annual preventive maintenance and calibration service of the equipment for at least two (2) years.

9. Manuals: The supplier shall provide the end-user one (1) original hard copy of Service Manual in English language and/or Operations manual in English language.

Prepared by:

RACHELLE R. RODRIGUEZ, RMT
Chief Medical Technologist

Approved by:

LAARNI D. MAGLAQUI, MBA
Chair, Bids and Awards Committee

Attestation:

No item in the technical specifications and other requirements are referenced to a specific brand of the equipment.

ROVI KATE C. ALEJANDRO, ECT
TWG- Healthcare Technology Management Section