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: 27-Jan-2026
RFQ No.: 035-2026
2025-12-0638
PR No. 2026-01-0170 A

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: February 12, 2026, 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 70 of the IRR of RA 12009
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 RA 12009: Section 97 - Liquidated Damages and Section 98 - 101 - Suspension and Blacklisting 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 90.1 of the IRR of RA 12009
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			**Provision of Drug Testing Services**			
			230.00		Drug Test Screening			
			1,000.00		DRUG TEST CONFIRMATORY TEST - THC			
			1,000.00		DRUG TEST CONFIRMATORY TEST - MET			
					Note: Outsource lab must be within the vicinity of MMWGH and will be able to accommodate psychiatric patients			
					Payment Terms:			
					Payable Within 30 Days upon received of billing statement			
					Accomplishment Terms:			
					Official Receipt			
					Billing Statement			
					Drug Testing Result			
					NOTHING FOLLOWS			
			TOTAL					

****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

MMH-PRO-03-01-02

PURCHASE REQUEST

Marc Romuald Urriquia
Administrative Assistant III

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL **Fund Cluster:** 101

Office/Section : OMCC/ DFWC	PR No.: 2026-01-0170-A Responsibility Center Code : MCC-DFW	Date: January 28, 2026

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pax	Drug Testing (March 2026)	85	230.00	19,550.00
	Pax	Drug Testing (May 2026)	85	230.00	19,550.00
	Pax	Drug Testing (July 2026)	85	230.00	19,550.00
	Pax	Drug Testing (November 2026)	85	230.00	19,550.00
		~~DFW-001~~			-
		nothing follows			-
		PAYMENT TERMS:			-
		PAYABLE WITHIN 30 DAYS UPON RECEIVED OF BILLING STATEMENT			-
		ACCOMPLISHMENT TERMS:			-
		OFFICIAL RECEIPT			-
		BILLING STATEMENT			-
		DRUG TESTING RESULT			-
		nothing follows			-
					-
					-
		FUNDS AVAILABLE			-
					-
					-
		MARY JOY S. BANIQUED Head, Budget Unit			-
					-
		03 FEB 2026			-
					-
		CAF: Fin-GAA-MD-2026-00002			-
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				Total:	78,200.00

Purpose: For mandatory random drug testing of MMWGH employees.

Requested by:

Signature : for LADY CHRISTINES VILLARINO, RMT Lic. No. 0046483

Printed Name : LYNBERT E. GAPOR, MD

Designation : Medical Officer IV, DFWC Chairperson

Approved by:

DENNIS DAYAO L. ORDOÑA, MD

Medical Center Chief II

Marc Rommel Urriquia
Administrative Assistant III

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PURCHASE REQUEST

Entity Name: MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Fund Cluster: 01

Office/Section : LABORATORY	PR No.: 2025-12-0633 Responsibility Center Code : AHP-LAB	Date: ~~17~~ 22 Dec 2025

Stock/ Property No.	Unit	Item Description		Quantity	Unit Cost	Total Cost
	Lot	LAB-319/ LAB-002	**DRUG TEST**			
			Drug Test Screening		230.00	
			DRUG TEST CONFIRMATORY TEST- THC		1,000.00	
			DRUG TEST CONFIRMATORY TEST- MET		1,000.00	
			NOTHING FOLLOWS			
			Note: Outsource lab must be within the vicinity of MMWGH and will be able to accommodate psychiatric patients			
			FUNDS AVAILABLE:			
			MARY JOY S. BANIQUED Administrative Officer IV 12 JAN 2026			
			TOTAL			-

Purpose:

For outsourcing of urine drug tests upon the physician's request.
For 2026 MOA with Outsource Laboratory- canvassing purposes only.

Requested by:	Approved by:
Signature :	
Printed Name : RACHELLE R. RODRIGUEZ, RMT	ILDEBRANDO R. RUAYA JR. RN, MHSS, FISQua
Designation : Chief Medical Technologist	Chief Health Program Officer Head, Allied Health Professional Service