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: 05-Feb-2026
RFQ No.: 039-2026
PR No. 2026-01-0043

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 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
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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	4	LOT	61,600.00	246,400.00	Supply of labor and materials for Preventive Maintenance of 1-300KVA Cummins Generator (Cummins 6LTAS, 9-G3) MATERIALS (Compatible with Cummins 6LTAS, 9-G3): - 1 piece Fuel Filter - 1 piece Fuel Water Seperator - 1 piece Lube Filter - 1 piece Air Filter - 1 piece Fan Belt - 2 pails Engine Oil (20 liters / pail) - 18 bottles Coolant, concentrated -with labor and equipment (any appropriate equipment to properly conduct the service) -includes mobilization and demobilization			
2	4	LOT	63,305.00	253,220.00	Supply of labor and materials for Preventive Maintenance of 234KVA Fleet Guard Generator (X221E205458) MATERIALS (Compatible with Perkins / 2006-7624*Y835013): - 1 piece Fuel Filter, Primary - 1 piece Fule Filter, Secondary - 1 piece Fuel Water Seperator - 1 piece Lube Filter - 1 piece Air Filter, Primary - 1 piece Air Filter, Secondary - 1 piece Fan Belt - 1 pail Engine Oil (20 liters / pail) - 6 bottles Coolant, additive, 0.437 / bottle -with labor and equipment (any appropriate equipment to properly conduct the service) -includes mobilization and demobilization			
					NOTHING FOLLOWS			
			TOTAL	499,620.00				

****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

SVP - 2026

Appendix 60

PURCHASE REQUEST

Marc Rommel C. Urriquia

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

Office/Section : EFMU-Maintenance	PR No.: 2026-01-0043 Responsibility Center Code : hop-mse	Date: JAN. 15, 2026

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	MSE-002 Supply of labor and materials for Preventive Maintenance of 1-300KVA Cummins Generator (Cummins 6LTAS, 9-G3) MATERIALS (Compatible with Cummins 6LTAS, 9-G3): - 1 piece Fuel Filter - 1 piece Fuel Water Seperator - 1 piece Lube Filter - 1 piece Air Filter - 1 piece Fan Belt - 2 pails Engine Oil (20 liters / pail) - 18 bottles Coolant, concentrated -with labor and equipment (any appropriate equipment to properly conduct the service) -includes mobilization and demobilization	MSE-212	4	61,600.00	246,400.00
		nothing follows			
		FUNDS AVAILABLE MARY JOY S. BANIQUED Head, Budget Unit 17 JAN 2026			
				TOTAL	246,400.00

Purpose:

For the yearly preventive maintenance of 300KVA Generator Set

Requested By:

Signature :

Printed Name: JOHNIEL JUNE M. VILLANUEVA, REE

Designation : Head, EFMU-Maintenance Section / Engr.III

Approved By:

Carmencita O. Savella, MPA
Supervising Administrative Officer

VINCENT A. ISIP, MPA

Chief Administrative Officer-HOPSS

1/19/26

Appendix 60

PURCHASE REQUEST

Marc Ronniell Urriquia
Administrative Assistant III

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

Office/Section : EFMU-Maintenance	PR No.: 2026-01-0044 Responsibility Center Code : hop-mse	Date: Jan 15, 2026

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	Supply of labor and materials for Preventive Maintenance of 234KVA Fleet Guard Generator (Fleet Guard X221E205458) MATERIALS (Compatible with Perkins / 2006-7624*Y835013): - 1 piece Fuel Filter, Primary - 1 piece Fule Filter, Secondary - 1 piece Fuel Water Seperator - 1 piece Lube Filter MSE-316 - 1 piece Air Filter, Primary - 1 piece Air Filter, Secondary - 1 piece Fan Belt - 1 pail Engine Oil (20 liters / pail) - 6 bottles Coolant, additive, 0.437 / bottle -with labor and equipment (any appropriate equipment to properly conduct the service) -includes mobilization and demobilization	4	63,305.00	253,220.00
		nothing follows			
		FUNDS AVAILABLE MARY JOY S. BANIQUED Head, Budget Unit 03 FEB 2026 CAF: FIN-GAA-MO-2026-00002			
				TOTAL	**253,220.00**

Purpose:

For the yearly preventive maintenance of 234KVA Generator Set

	Requested By:	Approved By:
Signature :		
Printed Name :	**JOHNIEL JUNE M. VILLANUEVA, REE**	**VINCENT A. ISIP, MPA**
Designation :	Head, EFMU-Maintenance Section / Engr.III	Chief Administrative Officer-HOPSS