



REQUEST FOR QUOTATION
PR NO. 25-09-1440

The Valenzuela Medical Center (VMC) through its Bids and Awards Committee (BAC) intends to procure the “SUPPLY AND DELIVERY OF ONE (1) UNIT HEAVY DUTY PAPER SHREDDER” for the **Health Information Management Department** in accordance with Section 34.1 (Small Value Procurement) of the Implementing Rules and regulations of the Republic Act No. 12009.

Please send your **price offer** for the items listed below duly signed by you or your duly signed by you or your authorized representative not later than **October 30, 2025 10:00am**. The BAC reserves the right to accept, reject & waive defects in the canvass.

QTY	UNIT	ARTICLES	UNIT PRICE	TOTAL COST
PR# 25-09-1440				
1	unit	HEAVY DUTY PAPER SHREDDER <i>Specification:</i> *Shred Capacity: min. of 10 sheets - Basket Volume: min. of 35L *Shred Size: min. of 2x6mm *Shred Type: Micro Cut *Duty Cycle: min. 60 mins continuous: *Shreds paper, Credit Card, CD, Staple Wires *Shred speed: 3.0m/mins: Universal Wheels for easy movements *Electrical requirements: Voltage: 220-250v/60Hz *Preferably with green specification (made w/ non toxic materials, sustainable, made with recyclable materials, energy efficient, etc.) *Warranty: 1 year for parts and services Delivery: 30 calendar days *Allocation: HIMD	29,991.93	29,991.93
			TOTAL:	29,991.93

Copies of the following documentary requirements such as Certificate of Registration from BIR, Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) registration, Business/Mayor's Permit with O.R. renewal, Updated Philgeps Certificate, Updated Tax Clearance Certificate, ITR, Brochure are also required to be submitted along with your quotation/proposal.

Proposal may be submitted manually to the BAC Secretariat, Procurement Office, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City or through email at vmc.bac2025@gmail.com. For any clarification, you may call **Ms. Aileen Pacheco** at telephone no. **8294-46-25** or via email at vmc.bac2025@gmail.com.



LIGAYA E. UBALLE
Bac Sec Head/Procurement

“PHIC Accredited Healthcare Provider”
“Valenzuela Medical Center...Where your health matters most”



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