



Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



REQUEST FOR QUOTATION
PR NO. 25-07-1115

The Valenzuela Medical Center (VMC) through its Bids and Awards Committee (BAC) intends to procure the **"SUPPLY AND DELIVERY OF ONE (1) UNIT PAPER SHREDDER"** for the **HRMS** 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 authorized representative not later than August 13, 2025. The BAC reserves the right to accept, reject & waive defects in the canvass.

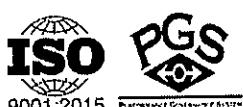
ITEM NO.	QTY	UOM	ITEM DESCRIPTION	UNIT PRICE	TOTAL COST
1	1	UNIT	PAPER SHREDDER	29,245.43	29,245.43
			Specifications:		
			Can shred: Papers, Paper Clips, Credit Cards, Compact Discs (CDs)		
			Shred Type: Micro Cut		
			Sheet Capacity: 10 Sheets		
			Bin Capacity (min): 22L		
			Shredding Speed: 2m (min)		
			Continuous Shred Time (min): Thirty (30) minutes		
			Automatic Start/Stop Control		
			Mobility: With or without Casters (with lock if with casters)		
			With Safety Features		
			With Overheat Protection Function		
			Jam Protection (or its equivalent)		
			Silent Operation (or its equivalent)		
			Mess Reduction System		
			Warranty: One (1) year warranty on parts and services		
				TOTAL	29,245.43

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, Valid Philgeps Certificate, Updated Tax Clearance Certificate 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 Street, Karuhatan, Valenzuela City or through email at vmc_bac@yahoo.com. For any clarification, you may call Ms. Kezia-Therese C. Medina at telephone no. **8294-4625** or via email at vmc_bac@yahoo.com.


LIGAYA E. DUBALDE
Head, BAC Secretariat / Procurement

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



Address: Padrigal St., Karuhatan, Valenzuela City, 1441
Telephone Nos: 8294-6711 to 17
Director's Office Direct Line: 8291-4259
Email Address: valgen_hosp@yahoo.com
Website: <https://vmc.doh.gov.ph/>