



REQUEST FOR QUOTATION

PR NO. 25-09-1412

October 6, 2025

The Valenzuela Medical Center (VMC) through its Bids and Awards Committee (BAC) intends to procure the **"SUPPLY AND DELIVERY OF CONSUMABLES FOR MIMEOGRAPHING MACHINE COMPATIBLE TO DUPLO DIGITAL DUPLICATOR/DUPRINTER DP-6235"** for the **Engineering & Facilities Management Section** 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 9, 2025 10:00am**. The VMC-BAC, reserves the right to accept, reject & waive defects in the canvass.

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
		SUPPLIES FOR MIMEOGRAPHING MACHINE Brand/Model: DUPLO DIGITAL DUPLICATOR/DUPRINTER DP-G325 SN: 180982431 Area: QMS OFFICE			
1	CRGS	G14 INK CARTRIDGE	60	750.00	45,000.00
2	ROLLS	DRG20 MASTER ROLL	8	2,950.00	23,600.00
		Delivery: 15 calendar days upon receipt of PO			
			GRAND TOTAL		68,600.00

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 and Notarized Hard Copy of Omnibus Sworn Statement** are also required to be submitted along with your quotation/proposal.

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

LIGAYA E. UBALDE, MPA
Head, BAC Secretariat / Procurement

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



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