



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> <i>*Shred Capacity: min. of 10 sheets – Basket</i> <i>Volume: min. of 35L</i> <i>*Shred Size: min. of 2x6mm</i> <i>*Shred Type: Micro Cut</i> <i>*Duty Cycle: min. 60 mins continuous:</i> <i>*Shreds paper, Credit Card, CD, Staple Wires</i> <i>*Shred speed: 3.0m/mins: Universal Wheels for easy movements</i> <i>*Electrical requirements: Voltage: 220-250v/60Hz</i> <i>*Preferably with green specification (made w/ non toxic materials, sustainable, made with recyclable materials, energy efficient, etc.</i> <i>*Warranty: 1 year for parts and services</i> <i>Delivery: 30 calendar days</i> <i>*Allocation: HIMD</i> | 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. UBALDE
Bac Sec Head/Procurement

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



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