



Republic of the Philippines
Department of Health
Center for Health Development I

MARIANO MARCOS MEMORIAL HOSPITAL AND MEDICAL CENTER

City of Batac, Ilocos Norte
Trunk line 077-600-8000; Fax line 077-792-3133
e-mail address: mmmh_doh@yahoo.com
"PHIC Accredited Health Care Provider"
"ISO 9001:2015 Certified"
"PGS Compliant"

October 25, 2022

INVITATION TO CONSIGN

1. The Mariano Marcos Memorial Hospital and Medical Center (MMMh and MC), City of Batac, Ilocos Norte is adopting the consignment system to ensure the availability of essential drugs and medicines for its patients thru the Consignment Selection and Awards Committee.
2. The Consignment Selection and Awards Committee of MMMh and MC is now inviting prospective consignment to participate in the consignment of the following essential drugs and medicines as listed in Annex A.
3. The checklist of requirements may be acquired by the interested consignors on October 27-November 7, 2022 by downloading from our website mmmhmc.doh.gov.ph.
4. The bidding documents and quotations must be delivered in a sealed envelope to the Consignment Selection and Awards Committee (CSAC) **secretariat**, Ground Floor, Main Building, Pharmacy Satellite, Mariano Marcos Memorial Hospital and Medical Center, Brgy. 6 San Julian, City of Batac, Ilocos Norte, on or before **November 7, 2022** on or before 1 PM.
 - For prospective consignors who will be coming personally to the hospital, please see Hospital Memorandum no. 260 (Annex E) for your guidance.
5. Opening of consignment offers will be on **November 7, 2022, 1:30PM at the MMMH & MC, Function Hall, 5th Floor Annex Building.**
6. The price quotation must be quoted in the Philippine peso and must include the unit price and total price inclusive of all taxes to be paid if contract is awarded.
7. Consignors are allowed one (1) quotation only. All other quotations after the first will automatically be rejected.
8. Price quotations shall be valid for 180 days from the opening of quotation.
9. The delivery of drugs and medicines shall be based on a schedule of delivery stipulated in the contract but the first delivery shall be within 10 days from receipt of consignment order.
10. Delivery will be in the Pharmacy Section.
11. Notices and communications shall be acknowledged and returned to the consignee within 2 working days upon receipt.
12. The prospective consignor shall submit a valid and current certified true copy of the following in 1 envelope:
 - (a) Letter of intent to undergo consignment with MMMh and MC
 - (b) Price quotation
 - (c) License to Operate
 - (d) Tax Clearance
 - (e) Certificates of product registration (if applicable)
 - (f) FDA license to operate (if applicable)
 - (g) Certificate from BIR acknowledging receipt of duly audited financial statement
 - (h) Sworn and duly notarized statement that prospective consignor has not been blacklisted from participating in bidding or consignment activities of any government agency and LGU or GOCC.
 - (i) Omnibus sworn statement certificate
 - (j) PhilGEPS certification
13. Consignment proposals, thru a properly filled up consignment proposal form in Annex C and D, including legal, financial and technical documents as indicated above.
14. **Late proposals shall not be accepted.**
15. The MMMh and MC reserve the right to reject any and all proposals, declare a failure of consignment or not forge and Agreement without thereby incurring any liability to the affected Supplier/s.

16. For further information, please refer to: Consignment Committee e-mail address:
mmmhmc.dmscc2020@gmail.com

A handwritten signature in black ink, appearing to read 'Feliciano D. Quilala Jr.', written in a cursive style.

FELICIANO D. QUILALA JR., MD, FPSGS
Chairman, CSAC