



**BIDS AND AWARDS COMMITTEE
(BAC II)**

REQUEST FOR QUOTATION

Project : FOI AND OPSC MATERIALS FOR EARTHQUAKE RESILIENCY COMMITTEE'S COMMUNICATION CAMPAIGN **Date** : 03-Oct. 2019

PR No. : 2019-09-1128 **Quotation No.** : 2019-10-0276

Approved Budget for the Contract : SIX HUNDRED EIGHTEEN THOUSAND THREE HUNDRED FIFTY PESOS (P 618,350.00) **Procurement Method** : Small Value Procurement

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **07 October 2019 at 1:00PM** at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com.

General Conditions:

1. Delivery period within 3 calendar days from receipt of the Purchase Order form.
2. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
5. The supplier awarded with the contract shall submit the following updated documents prior to **payment**:

- ☒ Mayor's/Business Permit
- ☒ PhilGEPS Registration Number
- ☐ Income/Tax Return
- ☒ Omnibus Sworn Statement

Company Name : _____

Address : _____

Email : _____ **TIN No** : _____

Representative : _____ **Contact No.** : _____

Item No.	Item Description	Qty	Unit	Unit Price	Total
	FOI Materials				
1.	Standardized Comic Book <ul style="list-style-type: none">• A4(210mm x 297mm) 5.847"W x 8.27"L• Papertype: C2S, 120 GSM• Landscape (Biflods)• Back-to-Back Printing, Full Color• 2 sheets• 8 sheets• Binding: Staple•	2,000	PCS		
2.	Tarpaulins for Moving Vehicles <ul style="list-style-type: none">• 2 x 3 ft.• Full Color• Type: Poly Banner• Eyelets in 4 corners	1,000	PCS		



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3.	Tarpaulins for Stakeholders <ul style="list-style-type: none"> • 2.5 x 2 ft. • Full Color • Type: Poly Banner • Eyelets in 4 corners 	2,000	PCS		
4.	2019 Annual Report <ul style="list-style-type: none"> • A4 (210mm x 297mm) Portrait 8.267"W x 11.693"H • Cover Page: CS2 Glossy • 120 GSM • Back-to-Back Printing • Full Color • 45 Pages 	1,500	PCS		
5.	Call Cards <ul style="list-style-type: none"> • 3.5" x 2" • 50 sets • 100 pieces per set • Back-to-Back Printing 	5,000	PCS		
6.	Tear-Away Card <ul style="list-style-type: none"> • 8.5" x 5.5" Portrait, 150 GSM • 6 Cards per sheet (Portrait 1.827"w x 3.353"H) • Full color, One Side Print • Front page only • Perforated cut cards 	1,000	PCS		
7.	Pull-up Standee with Metal Stand <ul style="list-style-type: none"> • 6.5 x 2.75 ft. • Color Full Color (CMYK) 	1	PC		
	OPSC Materials				
8.	Ligtas Lindol Pamphlents <ul style="list-style-type: none"> • A4 (210mm x 297mm)8.267"H x 11.693"W (Landscape) • Papertype: C2S • Full Color • Thickness: 120 GSM • Back-to-Back Printing • 1 page 	2,000	PCS		
				TOTAL:	



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	<p>Mode of Payment: Send Bill Payment</p> <p>Delivery Schedule: Except for the pull-up standee which shall be delivered not later than 3 days upon receipt of the purchase order, the remaining items shall be delivered according to this schedule:</p> <ul style="list-style-type: none">• Submission of sample – within 3 days upon receipt of the purchase order• Full delivery of materials – within 15 days upon approval of samples				
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After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

Printed Name / Signature

Date