



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

REQUEST FOR QUOTATION

Project : FOI SUMMIT 2019 COLLATERALS **Date** : 22 NOVEMBER 2019
ON DECEMBER 11

PR No. : 2019-11-1266 **Quotation No.** : 2019-10-0361

Approved Budget for the Contract : ONE HUNDRED TWENTY FIVE THOUSAND THREE HUNDRED PESOS (P 125,300.00) **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 **25 November 2019** at **01:00 P.M.** at New Executive Bldg., JP Laurel St., San Miguel Manila or email to psu.pcoo@gmail.com.

General Conditions:

1. Delivery period within 7 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
- BIR FORM 2303
- Omnibus sworn statement

Company Name : _____

Address : _____

Email : _____ **TIN** : _____

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

Item No.	Item Description	Qty	Unit	Unit Price	Total
	Mode of Payment: Send Bill / no downpayment				
	Standees w/ pull up mechanism Size: 2.75 x 6.5 ft. – Full color	4	Pcs.		
	Tarp Banners (2.5 x 4ft.) Full Color with 4 eyelets	2	Pcs.		
	Tarp Banner (10 x 8 ft.) Full Color with 4 eyelets	1	Pcs.		
	Certificates for speakers: 8.5” x 11” Full color (one side), board paper GSM 200, Paper Color: Beige, customized	50	Pcs.		
	Certificates Participants: 8.5” x 11”, Full Color (one side) board paper GSM 200, Paper Color: Beige, Blank Names	350	Pcs.		
	Lanyard Sublimation print with side release (3/4” regular hook – 36” length x 1” width) cotton (gold)	50	Pcs.		
		400	Pcs.		



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Lanyard Sublimation print with side release (3/4" regular hook – 36" length x 1" width) cotton (black)	50	Pcs.		
PVC ID name tags (one side print, full color, black, 3" x 5" with hole)	400	Pcs.		
PVC ID name tags (one side print, full color, gold, 3" x 5" with hole)	400	Pcs.		
BI Fold Program – 8.27" x 11.69" (A4) Full Color, Front and Back, C2S 180, Matte Finish				P _____
TOTAL AMOUNT				

After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

Printed Name / Signature

Date