REPUBLIC OF THE PHILIPPINES
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**
*Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon*
Malacañang, Manila

# BIDS AND AWARDS COMMITTEE – II

| | | | |
|---|---|---|---|
| **Project:** | **DATA FOLDER** | **Date:** | **06/30/2020** |
| **PR No.:** | **2020-06-0353** | **Quotation Number** | **2020-06-0099** |
| **Approved Budget: for the Contract** | **ONE HUNDRED THIRTY-EIGHT THOUSAND SIX HUNDRED PESOS (₱ 138,600.00)** | **Mode of Procurement:** | **SHOPPING B** |

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **6 JULY 2020** at **10:00 AM** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via psu.pcoo@gmail.com.

**General Conditions:**

1. Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall be render the quotation unresponsive.
2. Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
3. Payment will be on a **SEND BILL ARRANGEMENT**; i.e. full payment will be made after the completion of the event or delivery of the service.
4. 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.
5. Price validity shall be for a period of sixty (60) calendar days.
6. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
7. 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
   - Professional License/Curriculum Vitae (*for Consulting Services*)
   - ✓ BIR Form 2303 (Certificate of Registration)

**Company Name** : _____
**Address** : _____
**Email** : _____ **TIN No** : _____
**Representative** : _____ **Contact No.** : _____

| Item No. | Technical Specifications | Qty. | Unit | Unit Price | Total |
|---|---|---|---|---|---|
| | **DATA FOLDER (Horizontal)**<br><br>**Product Specifications**<br>**Dimension:**<br>***Width: 75mm (min)**<br>***Height: 230mm (min)**<br>***Length: 380mm (min)**<br><br>**Materials:**<br>***Chipboard: 2.5mm**<br>***Leatherette paper and/or Polypropylene (pp)**<br>**Material made of linen design for outside cover**<br><br>******Nothing follows******<br><br>**TOTAL AMOUNT** | **840** | **pieces** | | |

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

_____
Printed Name / Signature

_____
Date