



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

BIDS AND AWARDS COMMITTEE – II

Project:	PLAQUES for FOI Summit and Awards 2020	Date:	October 23,2020
PR No:	2020-10-0497	Quotation Number	2020-10-0148
Approved Budget for the Contract:	ONE HUNDRED NINETY-FOUR THOUSAND PESOS (PHP 194,000.00)	Mode of Procurement	Small Value Procurement [SVP]

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **OCTOBER 27, 2020 at 6:00AM** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via psu.pcoo@gmail.com.

General Conditions:

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall be render the quotation unresponsive.
- Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
- 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.
- 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.
- Price validity shall be for a period of sixty (60) calendar days.
- Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES**.
- 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 (Certificate of Registration)
 - ☒ Omnibus Sworn Statement

Company Name : _____
Address : _____
Email : _____
Representative : _____

TIN No : _____
Contact No. : _____

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	TECH SPECS FROM PR Big Plaques Small Plaques Big Plaques: (10" height x 8" width) Quantity: 20 pieces Size of Base: 2" height x 8" width Material of Base: (Mahogany Wood with engrave and Gold Color) Engrave includes logo and texts Material: Crystal Size of Crystal: 8" x 8" Engrave of texts, logo, and signature (White) FOI Logo Material: Gold Medallion Size of medal: 1.5" x 1.5" Debossed Logo attached in crystal Small Plaques: (8" height x 6" width) Quantity: 80 pieces Size of Base: 2" height x 6" width Material of Base: (Mahogany Wood with engrave and Gold Color)	20 80	XXXXX		



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	Engrave includes logo and texts Material: Crystal Size of Crystal: 6" x 6" Engrave of texts, logo, and signature (White) FOI Logo Material: Gold Medallion Size of medal: 1.25" x 1.25", Debossed Logo attached in crystal				
Plaque Boxes Specs: Size of Box (for Big Plaques): 11" height x 9" width Size of Box (for Small Plaques): 9" height x 7" width IMPORTANT NOTES: NO DP/ Send bill arrangement Inclusive of VAT and other charges					
					TOTAL

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

Printed Name / Signature

Date

Material of Box:

Inside (Foam with blue velvet cloth)

Outside (Covered in Gamosa Fabric with Gold Logo-stamped embossed)

Color of Gamosa: Royal Blue

Color of Velvet cloth: Royal Blue

Logo size: 3" x 3"

Opening mechanism: Magnet from Side Folding

Sample:

