



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

**BIDS AND AWARDS COMMITTEE – II**

<b>Project:</b>	GIFT CERTIFICATES FOR FOI AWARDS 2020	<b>Date:</b>	November 19, 2020
<b>PR No:</b>	2020-11-0522	<b>Quotation Number</b>	2020-11-0161
<b>Approved Budget for the Contract:</b>	SIX HUNDRED FIFTY THOUSAND PESOS (PHP 650,00.00)	<b>Mode of Procurement</b>	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 **23 NOVEMBER 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](mailto: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

<b>Company Name</b>	:	_____	<b>TIN No</b>	:	_____
<b>Address</b>	:	_____	<b>Contact No.</b>	:	_____
<b>Email</b>	:	_____			
<b>Representative</b>	:	_____			

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	Php 650,000 worth of Gift Certificate as prizes for FOI Awards 2020 with a denomination of 500 pesos  Tech Specs: no expiration, valid nationwide, accepted by major department stores, supermarket, boutiques/specialty store, restaurant/food outlet, appliance store, and other retail service provider  IMPORTANT NOTES: <b>NO DP/ Send bill arrangement</b>	1,300 pcs			
TOTAL					

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

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Date