



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

BIDS AND AWARDS COMMITTEE – II

Project:	Polo Shirts for FOI Anniversary	Date:	December 14, 2020
PR No:	2020-11-0589	Quotation Number	2020-12-0185
Approved Budget for the Contract:	ONE HUNDRED THIRTY-ONE THOUSAND TWO HUNDRED FIFTY-TWO-PESOS AND EIGHTY CENTAVOS [P131,252.80]	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 **18 DECEMBER 2020 at 9:00 AM** 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, APPLICABLE TAXES, AND BANK CHARGES**
- 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	:	_____	TIN No	:	_____
Address	:	_____	Contact No.	:	_____
Email	:	_____			
Representative	:	_____			

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
1	TYPE: POLO SHIRT UNISEX (XS-3XL) SHIRT COLOR: WHITE MATERIAL: HONEYCOMB FABRIC WITH 2 BUTTONS TEXT DETAILS: IN FRONT COLOR: DARK BLUE EMBROIDED LOGO: AT THE BACK COLOR: DARK BLUE SLEEVE BORDER: 0.20" inch IMPORTANT NOTES: NO DP/ SEND BILL ARRANGEMENT INCLUSIVE OF VAT AND OTHER CHARGES	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

