



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

**BIDS AND AWARDS COMMITTEE – II**

Project:	PREPAID LOAD CARD FOR FREEDOM OF INFORMATION FOR THE USE OF FREEDOM OF INFORMATION (FOI-PMO)	Date:	February 08, 2021
PR No.:	2021-01-0012	Quotation Number	2021-02-0019
Approved Budget: for the Contract	ONE HUNDRED EIGHTEEN THOUSAND EIGHT HUNDRED PESOS [P118,800.00]	Mode of Procurement:	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 **15 FEBRUARY 2021** at **9:00AM** 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**.
- Suppliers shall submit the following updated documents together with this Request for Quotation Form or submission offer prior to the indicated deadline of submission:
  - ✓ 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
	Smart Prepaid Load (300)	84			
	Globe Prepaid Load (300)	276			
	Talk n Text Prepaid Load (300)	12			
	Touch Mobile Prepaid Load (300)	24			
	<b>IMPORTANT NOTES:</b> Inclusion of VAT Send Bill Arrangement/ No Downpayment				
	<b>TOTAL:</b>				



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

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

\_\_\_\_\_  
Date