



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

BIDS AND AWARDS COMMITTEE – II

Project:	TOKENS-JACKETS AND SHIRT	Date:	May 24, 2021
PR No.:	2021-05-0327	Quotation Number	2021-05-0117
Approved Budget: for the Contract	ONE HUNDRED SEVENTY FOUR THOUSAND PESOS (PHP 174,000.00)	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 **MAY 28, 2021** at **1:00PM** through e-mail via bac2rfq@gmail.com.

- General Conditions:**
- 1. Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall 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. **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
1.	POLO SHIRT <ul style="list-style-type: none">- Color: Blue- Material: Lacoste/Honeycomb Cotton- Front and back embroidery- Front embroidery: Logo -2.4 inches- Back embroidery: Letters – 1inch per letter	100			
2.	Jacket <ul style="list-style-type: none">- Color: Navy Blue- Material: Microfiber- Front and back embroidery- Front embroidery: Logo -2.4 inches- Back embroidery: Letters – 1 inch per letter	100			
	****Nothing follows****				
	TOTAL AMOUNT				P_____

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

Printed Name / Signature

Date









**OFFICE OF THE GLOBAL MEDIA
AND PUBLIC AFFAIRS**

