



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

BIDS AND AWARDS COMMITTEE – II

Project:	TOKENS FOR YFT CARAVANS	Date:	27 MAY 2021
PR No.:	2021-05-0365	Quotation Number	2021-05-0124
Approved Budget: for the Contract	SIXTY THOUSAND PESOS (Php. 60,000.00)	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 **02 JUNE 2021** at **08:00AM** through e-mail via bac2rfq@gmail.com.

General Conditions:

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall 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 : _____
Representative : _____
TIN No : _____
Contact No. : _____

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	TOKENS FOR YFT CARAVANS				
	Cloth Face Mask 7" X 3.875 with YFT Print	150	Pcs.		
	Face Mask organizer size 19 X 11cm with YFT Print	150	Pcs.		
	Ballpen with YFT Print	150	Pcs.		
	Tote Bag size 8.5X10.5inches with YFT Print	150	Pcs.		
	Folder size 9X12 inches with YFT Print	150	Pcs.		
	Badge Pin size 58mm with YFT Print	150	Pcs.		
	Note: Tokens must be delivered to PCOO by June 30, 2021				
	Note: <ul style="list-style-type: none">- No Down payment;- Send Bill arrangement- Inclusive of all costs and applicable taxes				
	****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