

REQUEST FOR QUOTATION

Procurement of Various Printing Requirements

P.R. No./Date Received: 201906-0150 (26 June 2019) / 201907-0154 (8 July 2019)

RFQ/P No. / Date: 201907-0136 / 10 July 2019

The Philippine Competition Commission invites all eligible suppliers, contractors and consultants to quote the best offer for the described item in the attached **Technical Specifications** subject to the Terms and Conditions and within the **Approved Budget for the Contract (ABC)**.

Required Documents/Information to be submitted as Attachments to the Quotation/Proposal:

- **Mayor's/Business Permit**
- **Latest Income/Business Tax Return**
- **PhilGEPS Registration Number**
- **Signed Terms of Reference or Technical Specifications, if applicable**
- **Notarized Omnibus Sworn Statement**

This pro-forma quotation maybe submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to **nppitallano@phcc.gov.ph** on or before **16 July 2019, 12:00 NN** subject to the following *Terms and Conditions*:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Terms of Reference/Technical Specifications**.
10. Award shall be made by lot (please bid for all items under each lot to avoid disqualification of bid)

Very truly yours,


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

Lot	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-up by the supplier)		
1	100 reams	₱ 150,000.00	Printing of PCC A4 size Letterhead			
	80 reams	₱ 160,000.00	Printing of PCC Long size Letterhead			
	5000 pcs	₱ 20,000.00	Printing of Letter envelope with PCC Letterhead			
	3000 pcs	₱ 18,000.00	Printing of A4 size envelope with PCC Letterhead			
	2000 pcs	₱ 14,000.00	Printing of Legal size envelope with PCC Letterhead			
2	2000 copies	₱ 115,000.00	Printing of Philippine Competition Bulletin (4 issues)			
			<i>Please see attached specification for details.</i>			
Total ABC		₱ 477,000.00		TOTAL Amount		
Delivery Instructions:			See attached specification			

(Please provide **complete** information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address : _____

Company Tax Identification Number : _____



SPECIFICATIONS: (for lot 1)

For Item No. 1

Printing of PCC A4 size Letterhead
Paper size: A4
Weight: 90-100 gsm
Quantity: 500 sheets per ream
Color: full color
Pages: one (1) side print
Binding: Loose



Item No. 2:

Printing of PCC Long size Letterhead
Paper size: 8.5 x 13"
Weight: 90-100 gsm
Quantity: 500 sheets per ream
Color: full color
Pages: one (1) side print
Binding: Loose



Item No. 3

Printing of letter envelope with PCC Letterhead
Size: 4 1/8" x 9 1/2 "
Color: White envelope
Pages: one (1) side print; full color
Orientation: landscape



Item No. 4:

Printing of A4 size envelope with PCC Letterhead
Size: 9" x 12.8"
Color: Brown envelope
Pages: one (1) side print; full color
Orientation: landscape

Item No. 5:

Printing of A4 size envelope with PCC Letterhead
Size: 10" x 14.75"
Color: Brown envelope
Pages: one (1) side print; full color
Orientation: landscape

Note:

1. Supplier to provide mock up 2-3 days after signing of Job Order
2. Items should be delivered within 15 calendar days from approval of mock up

noted by: Arnold Penon 7/2/19

COMMUNICATIONS AND KNOWLEDGE MANAGEMENT OFFICE

TECHNICAL SPECIFICATION: (for Lot # 2)

Printing of 4 issues of Philippine Competition Bulletin

Size:	A4 (folder), A3 (spread)
Number of Copies:	500 copies per issue (total of 2000 copies)
No. of pages:	8 pages per issue (total of 32 pages for the 4 issues)
Materials:	C2S #80
Process:	Offset printing
Color:	Full color
Binding:	Stapled
Delivery period:	<ul style="list-style-type: none"> - Two (2) mock up copies shall be provided by the supplier one (1) business day after receipt of the file to be printed. - Complete number of copies shall be delivered within seven (7) business days upon approval of the mockup.

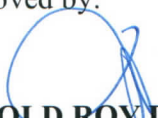
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