

REQUEST FOR QUOTATION

P.R. No/Date

201810-0324 / 24 October 2018

RFQ No./Date:

201811-0236 / 12 November 2018
Sir / Madam:

Please quote your lowest price/s for the item/s listed below including the total amount in legible style (preferably typewritten) and return this duly signed by the company's authorized signatory/ies to the General Services Division, Administrative Office c/o Mr. Jeson Q. de la Torre, 25/F Floor of the above address or e-mail to msdzion@phcc.gov.ph on or before **2nd November 2018, 5:00 PM.**

Your participation to this bidding shall be subject to the requirements as identified below:

- PhilGEPS Registration Number.
- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- Latest Income/Business Tax Return.
- Professional License/Curriculum Vitae.
- Omnibus Sworn Statement.
- Signed Terms of Reference.
- Proposal must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions
- Bids must be submitted using this form. Supplemental information using your company stationery may be attached to reflect the complete specification of bid e.g., brand name, model, pictures/brochures/literature, menu, etc.
- Bids should not exceed the Approved Budget for the Contract (ABC) in the total amount of **₱139,000.00**
- Award shall be made by lot (please bid for all items to avoid disqualification of bid) or
- Award shall be made by line item.
- Bids should be valid for a **minimum of one (1) month** from deadline of submission of bids as indicated above
- Procured items shall be delivered to PCC Office
- Payment terms: Send Bill arrangement
- Refusal to sign and accept an Award/Purchase Order/Job Order or enter into contract without justifiable reason, maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.

In case you do not receive any communication from PCC **3** months from the deadline indicated above, it will mean that the award was not made in your favor. With the end in view of obtaining the contract most advantageous to the government, PCC reserves the right to: 1) accept or reject any or all the quotations/bids; 2) award the contract on a per item/lot basis; and 3) to annul the bidding process and to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact PCC-AO-GSD - c/o Mr. Jeson Q. de la Torre, in the above address/telephone numbers.

Very truly yours,


Atty. Joseph Melvin B. Basas
 PBAC Chairperson

Item No.	QTY	UNIT	ITEM/DESCRIPTION	BRAND/MODEL	UNIT PRICE	TOTAL (₱P)	
				(To be filled-up by the supplier)			
Lot 1	700	per copy	Printing of Brochure				
	500	per copy	Printing of Handbook for the General public				
	500	per copy	Printing of Guide for Business				
	400	per copy	Printing of Legal Handbook				
	500	per copy	Printing of Primer				
This procurement shall be subject to the salient provisions of the IRR of RA 9184 - Liquidated Damages - Section 68 and the delivery schedule shall be completed within 5 calendar days from the receipt of the Purchase Order.						TOTAL:	

(Bidders, please provide complete information below)

Signature : _____

Name/Designation : _____

Name of Company : _____

Address : _____

Telephone/Fax : _____

E-mail Address: _____

TIN : _____

REQUEST FOR QUOTATION

P.R. No./Date 201810-0324 / 24 October 2018

RFQ No./Date: 201811-0236 / 12 November 2018

Sir / Madam:

Please quote your lowest price/s for the item/s listed below including the total amount in legible style (preferably typewritten) and return this duly signed by the company's authorized signatory/ies to the General Services Division, Administrative Office c/o Mr. Jerson Q. de la Torre, 25/F Floor of the above address or e-mail to msdzon@phcc.gov.ph on or before **24 November 2018, 5:00 PM**.

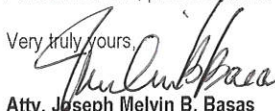
Your participation to this bidding shall be subject to the requirements as identified below:

- PhilGEPS Registration Number.
- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- Latest Income/Business Tax Return.
- Professional License/Curriculum Vitae.
- Omnibus Sworn Statement.
- Signed Terms of Reference.
- Proposal must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions
- Bids must be submitted using this form. Supplemental information using your company stationery may be attached to reflect the complete specification of bid e.g., brand name, model, pictures/brochures/literature, menu, etc.
- Bids should not exceed the Approved Budget for the Contract (ABC) in the total amount of P139,000.00
- Award shall be made by lot (please bid for all items to avoid disqualification of bid) or
- Award shall be made by line item.
- Bids should be valid for a **minimum of one (1) month** from deadline of submission of bids as indicated above
- Procured items shall be delivered to PCC Office
- Payment terms: Send Bill arrangement
- Refusal to sign and accept an Award/Purchase Order/Job Order or enter into contract without justifiable reason, maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.

In case you do not receive any communication from PCC **3** months from the deadline indicated above, it will mean that the award was not made in your favor. With the end in view of obtaining the contract most advantageous to the government, PCC reserves the right to: 1) accept or reject any or all the quotations/bids; 2) award the contract on a per item/lot basis; and 3) to annul the bidding process and to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact PCC-AO-GSD - c/o Mr. Jerson Q. de la Torre, in the above address/telephone numbers.

Very truly yours,


Atty. Joseph Melvin B. Basas
PBAC Chairperson

Item No.	QTY	UNIT	ITEM/DESCRIPTION	BRAND/MODEL	UNIT PRICE	TOTAL (Php)	
				(To be filled-up by the supplier)			
			Instructions:				
			-Two (2) mockup copies shall be provided by the supplier one (1) business after receipt of the Job Order.				
			-Complete number of copies shall be delivered within five (5) business days upon approval of the mockup provided by the supplier.				
			Note: Please see attached specifications				
			*****nothing follows*****				
This procurement shall be subject to the salient provisions of the IRR of RA 9184 - Liquidated Damages - Section 68 and the delivery schedule shall be completed within 5 calendar days from the receipt of the Purchase Order.							
					TOTAL:		

(Bidders, please provide complete information below)

Signature :

Name/Designation :

Name of Company :

Address :

Telephone/Fax :

E-mail Address:

TIN :



LIST OF SPECIFICATIONS

PUBLICATION: PCC BROCHURE	
Specifications	Requirement
Quantity	700
Size	8.7 x 12 inches (Spread)
No. of pages	1 page (back-to-back)
Materials	Premium inkjet and laser jet A3 matte, 100g/m ²
Color	4/4
Process	Offset Printing

PUBLICATION: HANDBOOK FOR THE GENERAL PUBLIC	
Specifications	Requirement
Quantity	500
Size	Half of A4 (8.27" x 5.845") folded
No. of pages	32 (including the front and back covers)
Materials	Foldcote 15 glossy (cover)
Paper/Paper type	CS2, Glossy, 118 GSM, C2S #80
Process	Offset Printing
Color	Full Color
Fold type	Single fold
Binding	Saddle Stitched

PUBLICATION: GUIDE FOR BUSINESS	
Specifications	Requirement
Quantity	500
Size	Half of A4 (8.27"x5.845") folded
No. of pages	44 pages, including cover page
Materials	Foldcote 15 glossy (cover), CS2 Glossy 118 GSM, C2S #80 (inside pages)
Color	Full Color/full bleed (cover)
Process	Offset Printing
Binding	Saddle stitched
Fold type	Single fold



PUBLICATION: PCC LEGAL HANDBOOK	
Quantity	400
Specifications	Requirement
Size	6.5 x 10 inches
No. of pages	72 pages, including cover page
Materials	Foldcote 15 (cover), matte 70# (inside pages)
Color	Full Color/full bleed (cover), black (inside pages)
Process	Offset Printing
Binding	Perfect binding

PUBLICATION: PCC PRIMER	
Quantity	500
Specifications	Requirement
Size	6.5 x 10 inches
No. of pages	56 pages, including cover page
Materials	Foldcote 15 glossy (cover), matte 70# (inside pages)
Color	Full Color/full bleed (cover)
Process	Offset Printing
Binding	Perfect binding

REQUEST FOR QUOTATION

P.R. No./Date: 201810-0368 / 08 November 2018

RFQ No./Date: 201811-0236 / 12 November 2018

Sir / Madam:

Please quote your lowest price/s for the item/s listed below including the total amount in legible style (preferably typewritten) and return this duly signed by the company's authorized signatory/ies to the General Services Division, Administrative Office c/o Mr. Jerson Q. de la Torre, 25/F Floor of the above address or e-mail to msdizon@phcc.gov.ph on or before **20 November 2018, 5:00 PM**.

Your participation to this bidding shall be subject to the requirements as identified below:

- PhilGEPS Registration Number.
- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- Latest Income/Business Tax Return.
- Professional License/Curriculum Vitae.
- Omnibus Sworn Statement.
- Signed Terms of Reference.
- Proposal must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions
- Bids must be submitted using this form. Supplemental information using your company stationery may be attached to reflect the complete specification of bid e.g., brand name, model, pictures/brochures/literature, menu, etc.
- Bids should not exceed the Approved Budget for the Contract (ABC) in the total amount of P49,800.00 *max*
- Award shall be made by lot (please bid for all items to avoid disqualification of bid) or
- Award shall be made by line item.
- Bids should be valid for a **minimum of one (1) month** from deadline of submission of bids as indicated above
- Procured items shall be delivered to PCC Office
- Payment terms: Send Bill arrangement
- Refusal to sign and accept an Award/Purchase Order/Job Order or enter into contract without justifiable reason, maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.

In case you do not receive any communication from PCC **3** months from the deadline indicated above, it will mean that the award was not made in your favor. With the end in view of obtaining the contract most advantageous to the government, PCC reserves the right to: 1) accept or reject any or all the quotations/bids; 2) award the contract on a per item/lot basis; and 3) to annul the bidding process and to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact PCC-AO-GSD - c/o Mr. Jerson Q. de la Torre, in the above address/telephone numbers.

Very truly yours,


Atty. Joseph Melvin B. Basas
PBAC Chairperson

Item No.	QTY	UNIT	ITEM/DESCRIPTION	BRAND/MODEL	UNIT PRICE	TOTAL (PhP)
				(To be filled-up by the supplier)		
Lot 2	830	copy	Printing of frequently Asked Questions (FAQs) on Mergers and Acquisitions Review			
			<i>Note: Please see attached specifications</i>			
			*****nothing follows*****			
This procurement shall be subject to the salient provisions of the IRR of RA 9184 - Liquidated Damages - Section 68 and the delivery schedule shall be completed within 5 calendar days from the receipt of the Purchase Order.					TOTAL:	

(Bidders, please provide complete information below)

Signature : _____
 Name/Designation : _____
 Name of Company : _____
 Address : _____
 Telephone/Fax : _____
 E-mail Address: _____
 TIN : _____

PROCUREMENT OF PRINTING OF FREQUENTLY ASKED QUESTIONS (FAQ) ON MERGERS AND ACQUISITIONS REVIEW

SPECIFICATIONS:

- I. **SIZE**
 - Half of A4 (8.27" x 5.845") folded
- II. **PAGE**
 - Total of 50 pages including cover page
- III. **MATERIALS**
 - Foldcote 15 (Cover Pages)
 - CS2 Glossy 118 GSM
 - C2S #80 (Inside pages)
- IV. **PROCESS**
 - Offset Printing
 - Single fold
- V. **COLOR**
 - Full Color / full bleed
- VI. **QUANTITY**
 - 830 copies
- VII. **BINDING**
 - Saddle Stitched
- VIII. **OTHERS**
 - Two (2) mock-up copies shall be provided by the supplier five (5) days after receipt of Job Order
 - Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the supplier

Prepared by:

Reviewed by:



ISABELO MIGUEL V. ABAÑO
Legal Assistant II



FERDINAND L. PAGUIA
Information Officer V

Approved by:



For: **KRYSTAL LYN T. UY**

Director IV, Mergers and Acquisitions Office