

REQUEST FOR QUOTATION
Printing of 2021 Annual Report

P.R. No./Date Received: **2022-04-0060/ 06 April 2022**

RFQ/P No. / Date: **2022-04-0065/ 22 April 2022**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached **Terms of Reference / Technical Specifications Sheet** subject to the Terms and Conditions and within the **Approved Budget for the Contract**.

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

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual
- PhilGEPS Registration Number
- Omnibus Sworn Statement (Notarized OSS to be submitted prior to issuance of award)

This pro-forma quotation may be submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or rngarcia@phcc.gov.ph on or before **29 April 2022, 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. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
6. 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.
7. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.

Very truly yours,


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson 

Item	QTY	ABC	Technical Specifications	Unit Price	Total Amount
				(To be filled-up by the supplier)	
			2021 ANNUAL REPORT		
1	100	₱ 71,500.00	Digital Printing		
			Quantity: 100 copies (excluding mock-ups)		
			Dimension: A4-11.7 inches (H) x 8.25 inches (W) - folded		
			A3-11.7 inches (H) x 16.53 inches (W) - spread		
			No. of pages: 60-68 (including front and back cover pages)		
			Materials: Cover:Matte of C2S 220 lbs.		
			Inside pages:Matte 120 lbs.		
			Color: Full color/full bleed (Cover and inside pages)		
			Process: Digital Printing		
			Binding: Perfect Binding		
			Note: Two (2) mock-up copies shall be provided by the supplier two (2) business days after receipt of the Job Order or receipt of the file from the end-user, whichever comes later.		
			Complete number of copies shall be delivered within five (5) business days upon approval of the mock-up provided by the supplier.		

			<p>Others:If at least 10% of the total quantity are non-compliant with the specifications and the approved mock-up, the end-user may return all the copies delivered by the supplier, for outright replacement of all defective copies, and for quality checking and possible replacement, if found defective, of the remaining copies. But even if the defective copies don't reach 10%, all defective copies should still be replaced by the printer.</p>		
2	2400	₱ 283,200.00	Offset Printing		
			Quantity: 2400 copies (excluding mock-ups)		
			Dimension: A4-11.7 inches (H) x 8.25 inches (W) - folded		
			A3-11.7 inches (H) x 16.53 inches (W) - spread		
			No. of pages: 60-68 (including front and back cover pages)		
			Materials: Cover:Matte of C2S 220 lbs.		
			Inside pages:Matte 120 lbs.		
			Color: Full color/full bleed (Cover and inside pages)		
			Process: Offset Printing		
			Binding: Perfect Binding		
			<p>Note: Two (2) mock-up copies shall be provided by the supplier two (2) business days after receipt of the Job Order or receipt of the file from the end user, whichever comes later.</p> <p>Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the supplier.</p>		
			<p>Others: If at least 10% of the total quantity are non-compliant with the specifications and the approved mock-up, the end-user may return all the copies delivered by the supplier, for outright replacement of all defective copies, and for quality checking and possible replacement, if found defective, of the remaining copies. But even if the defective copies don't reach 10%, all defective copies should still be replaced by the printer.</p>		
			>>>nothing follows<<<		
Total ABC	₱ 354,700.00	TOTAL Amount (Per Item purchase):			
Delivery Instructions:		<i>Please see indicated notes on Specifications</i>			

(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 : _____

