

**BIODIVERSITY MANAGEMENT BUREAU**

Quezon Avenue, Diliman, Quezon City  
 Telefax No. 924-6031 local 220

Date: **7 Feb 23**  
 Quotation No: **0044-02-23**

**REQUEST FOR QUOTATION**

\_\_\_\_\_  
 Company Name  
 \_\_\_\_\_  
 Address

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_.

**ANSON M. TACTAG**  
 Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.  
 2. DELIVERY PERIOD IS WITHIN **15** CALENDAR DAYS.  
 3. WARRANTY SHALL BE FOR A PERIOD OF **SIX (6) MONTHS** FOR SUPPLIES & MATERIALS/**ONE (1) YEAR** FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.  
 4. PRICE VALIDITY SHALL BE VALID FOR A PERIOD OF **30** CALENDAR DAYS.  
 5. PHIL-GEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.  
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

**Title of Procurement:**  
Supply and Printing of National Invasive Species Strategy and Action Plan (NISSAP)

**Purpose:**  
For official use of WRD-WCS relative to the Implementation of Joint DENR-DA AO 2020-02 "Adopting the National Invasive Species Strategy and Action Plan Philippines 2020-2030 as the National Framework for the Management Invasive Alien Species in the Country"

**Approved Budget for the Contract (ABC):**  
P100,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p><b>National Invasive Species Strategy and Action Plan (NISSAP)</b>  <i>Specifications:</i>                      Size: 8.27" x 11.69" spread                      Stock: cover-C2S 220lbs.                      inside: C2S 70lbs                      Full color-cover and inside pages no. of pages: 150 pages including cover                      Process: digital printing                      Other specs: file supplied w/perfect binding</p> <p>Additional Requests from Procuring Entity:  <input type="checkbox"/> Please provide sample upon request of end-user  <input type="checkbox"/> Please see full specifications/attached sample design for reference.  <input checked="" type="checkbox"/> Other conditions to this request, please state:  <b>For more info, please contact the end-user at 8924-6031 loc. 223/224</b>  <b>Kindly address all proposals to the Chairperson, Bids and Awards Committee</b></p> <p>Contract shall be awarded to the bidder per:  <input type="checkbox"/> Item basis  <input checked="" type="checkbox"/> Lot basis</p> <p><b>Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process:</b></p> <ol style="list-style-type: none"> <li>DTI/SEC Registration Certificate</li> <li>Valid and Current Mayor's Permit</li> <li>PHILGEPS Certificate of Registration</li> <li>BIR Certificate of Registration</li> <li>Omnibus Sworn Statement</li> </ol> <p><b>Important Note:</b>                      -For goods, conforms of the winning bidder must be done within seven (7) calendar days upon serving of the PO.                      -For services, conforms of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO.                      -Notarization of the OSS should be complied with after the award of the contract but before payment pursuant to Item 6.3 of GPPB 09-2020</p>	200 copies	P _____	P _____

Brand : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name/Signature      Tel. No./Cellphone No.      \_\_\_\_\_  
 Email Address      Date