

**BIODIVERSITY MANAGEMENT BUREAU**

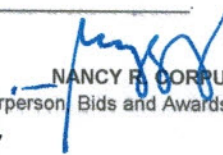
Quezon Avenue, Diliman, Quezon City  
 Telefax No. 924-6031 local 220

Date: **5 Nov 21**  
 Quotation No: **0384-11-21**

**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 \_\_\_\_\_

  
**NANCY R. CORRUZ**  
 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:**  
 Printing of 2000 copies of the Guidebook to Protected Areas of the Philippines (Volume 1)

**Purpose:**  
 For official use of NPD for communication, education and public awareness materials

**Approved Budget for the Contract (ABC):**  
 P 280,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p><b>Guidebook to Protected Areas of the Philippines (Vol. 1)</b>  <i>Specifications:</i>                      Stock: Cover - Foldcote 12                            Inside: Matte 80                      Size: Spread - 9" x 12" ; Folded - 6" x 9"                      Color (cover &amp; inside): Full color                      Pages (including cover): 110 pages                      Process: Offset                      Finish: Smythe Perfect                      Others: With color separation, matte lamination and Spot UV</p> <p style="text-align: center;">* Kindly address all proposals to the  <b>Chairperson, Bids and Awards Committee</b></p> <p>Additional Requests from Procuring Entity:  <input checked="" type="checkbox"/> Please provide sample upon request of end-user  <input checked="" type="checkbox"/> Please see full specifications/attached sample design for reference.  <input checked="" type="checkbox"/> Other conditions to this request, please state:                            <u>For inquiries, please contact the end-user thru: 8924-6031 loc. 232/233</u></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:*</b>                      1. DTI/SEC Registration Certificate                      2. Mayor's Permit                      3. PHILGEPS Certificate of Registration                      4. BIR Certificate of Registration (2303)                      5. Omnibus Sworn Statement</p> <p><small><b>Important Note:</b>                      - For goods, conforme of the winning bidder must be done within seven (7) calendar days upon serving of the PO.                      - For services, conforme 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 or PO/JO but before payment pursuant to item 6.3 of GPPB 09-2020.</small></p> <p><small>*Non-submission of these requirements may be grounds for disqualification from the bidding process.</small></p>	2000 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





**Guidebook to  
Protected Areas  
of the Philippines**