

**BIODIVERSITY MANAGEMENT BUREAU**

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

Date: **5 Nov 21**  
 Quotation No: **0385-11-21**

**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 A. CORPUZ**  
 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 2500 copies of the Guidebook to Protected Areas of the Philippines (Volume 2)

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

**Approved Budget for the Contract (ABC):**  
 P 350,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p><b>Guidebook to Protected Areas of the Philippines (Vol. 2)</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): 112 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:                            <b>For inquiries, please contact the end-user thru: 8924-6031 loc. 232/233</b></p> Contract shall be awarded to the bidder per: <input type="checkbox"/> Item basis <input checked="" type="checkbox"/> Lot basis <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, conform of the winning bidder must be done within seven (7) calendar days upon serving of the PO.                      - For services, conform 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 POJO 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>	2500 copies	P _____	P _____

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

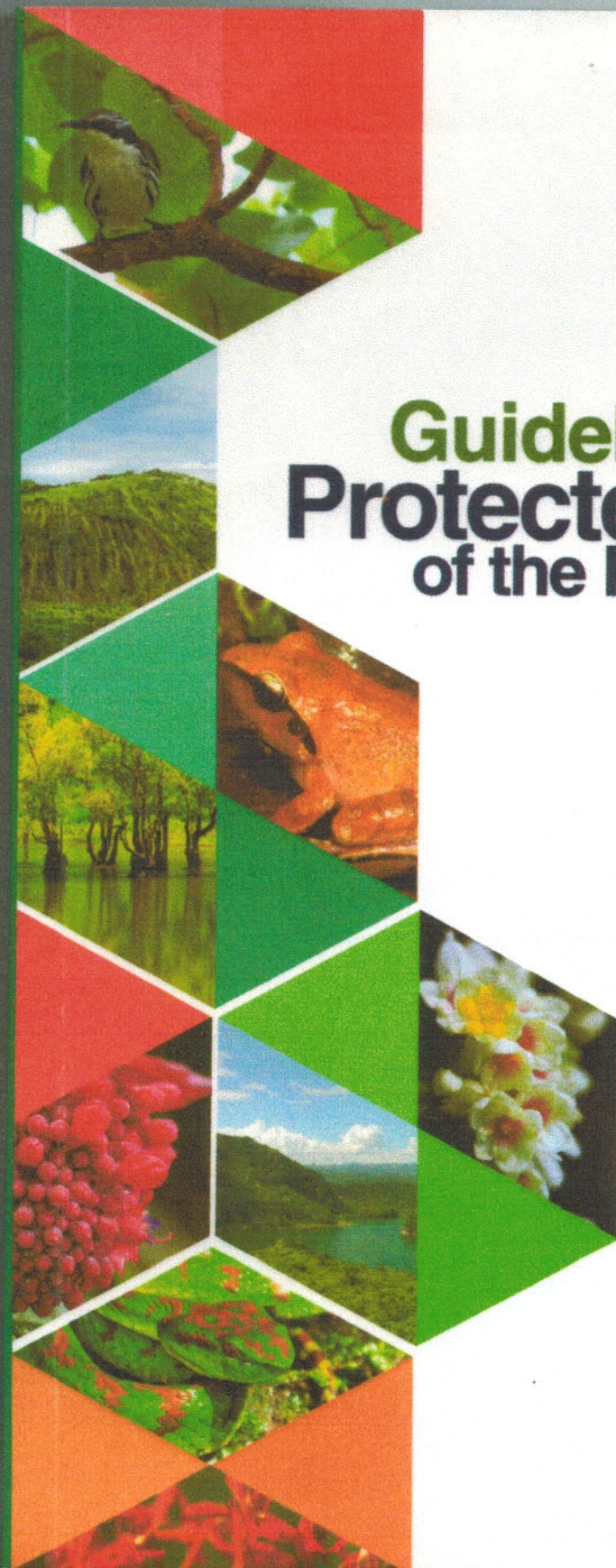
After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices noted above.

Printed Name/Signature \_\_\_\_\_

Tel. No./Cellphone No. \_\_\_\_\_

Email Address \_\_\_\_\_

Date \_\_\_\_\_



**Guidebook to  
Protected Areas  
of the Philippines**  
Volume 2