

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 _____


MERIDEN E. MARANAN
 Vice-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 Delivery of Customized Polo shirt and Customized Tote Bag

Purpose:
 For official use of the WRD during National Conference of Philippine Plant Committee

Approved Budget for the Contract (ABC):
 P75,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY / UNIT	UNIT PRICE	TOTAL PRICE
1	Polo Shirt w/rubbrized print <i>Technical Specification:</i> Front: Event logo Materials: honeycomb Color: cinnamon/teracota Size: Small - 10 Medulm - 30 Large - 30 XL - 20 2XL - 10	100 pcs	P _____	P _____
2	Canvas Tote bag with latex print <i>Technical Specification:</i> Front: Event logo Size: Width 18" Height 14" Expandable 8" Strap: Length 36" Width 2.5" Color: Black Adjustable Strap With Zipper, with pocket inside and outside 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: For more info, please contact the end-user at 8924-6031 loc. 223/224/245 Kindly address all proposals to the Chairperson, Bids and Awards Committee Contract shall be awarded to the bidder per: <input type="checkbox"/> Item basis <input checked="" type="checkbox"/> Lot basis Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process: 1. DTI/SEC Registration Certificate 2. Valid and Current Mayor's Permit 3. PHILGEPS Certificate of Registration 4. BIR Certificate of Registration 5. Omnibus Sworn Statement Important Note: 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 OGS should be complied with after the award of the contract but before payment pursuant to Item 8.3 of GPPB 09-2020	100 pcs	P _____	P _____
			GRAND TOTAL:	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 _____



140 54 27 MARSHB
203 117 8 MOONB





NATIONAL CONFERENCE
ON PHILIPPINE PLANT CONSERVATION
26-28 JULY 2023