

# REQUEST FOR QUOTATION

For: **SUPPLY AND DELIVERY OF PRINTING MATERIALS FOR USE IN MATERNAL DEATH REVIEW**

Date: May 16, 2018

RFQ No.: gleyva-RFQ-G64-2018

PR No.: H-396-5-18

PHILGEPS Ref. No.: 5354348

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Complete Company Address

**To whom it may concern:**

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than **May 23, 2018 at 5:00 PM** to the **BAC Office**.

Very truly yours,  
**RENATO L. ABUTAN**  
BAC-A Chairman

**CANVASSER'S CERTIFICATION**

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for **PHQ** of the Provincial Government of Cavite.

\_\_\_\_\_  
{Printed Name above Signature}  
**AUTHORIZED CANVASSER**

PLEASE QUOTE: **PER ITEM**

BIDDER'S PROPOSAL BOX

| No | ITEM DESCRIPTION<br>(ITEM NAME&TECHNICALSPECIFICATIONS) | QTY. | UNIT | APPROVED BUDGET OF CONTRACT (ABC) | FINANCIAL PROPOSAL<br>(Indicate the Price Offer) |             | TECHNICAL PROPOSAL | Delivery weeks /days |
|----|---|------|------|-----------------------------------|--|-------------|--------------------|----------------------|
|    |   |      |      |                                   | Unit Price                                       | Total Price |                    |                      |
|    | Reproduction of Printing Materials                      |      |      |                                   |  |             |                    |                      |
| 1  | MEC Wheel   | 300  | Pcs. | 45,000.00                         |  |             |                    |                      |
| 2  | Gather Chart  | 300  | Pcs. | 30,000.00                         |  |             |                    |                      |
|    | **nothing follows**                                     |      |      |                                   |  |             |                    |                      |
|    | <b>TOTAL</b>  |      |      | <b>75,000.00</b>                  |  |             |                    |                      |

**GENERAL CONDITIONS**

- All entries must be typewritten and legible;
- Bidders must submit necessary business permits(SEC, LGU, DTI, CDA, BIR Certificate, etc.);
- Place this RFQ in a sealed envelope and type the following details on the face of the envelope:  
Your Company Name  
RFQ No.  
PR No.  
PHILGEPS Reference No.
- Delivery period must be at least within \_\_\_\_\_ calendar days from date of the Notice to Proceed (Indicate the days of delivery in the Bidder's Proposal box)
- Item/s delivered must have warranties for unit replacements, parts, labor or other services;
- Price validity shall be for a period of three(3) months;
- Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract(ABC);
- If Bid is accepted, the supplier undertakes to provide a performance security in the form, amounts, and within the times specified in the Revised IRR of R.A. 9184;
- It is understood that the Provincial Government of Cavite is not bound to accept the Lowest Calculated Bid or any Bid it may receive.
- Transaction with the Provincial Government of Cavite shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
- Failure to comply with these conditions shall mean disqualification of your bid proposal

**SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION**

Date:

After having carefully read and accepted Your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in \_\_\_\_\_ days from receipt of the Notice To Proceed.

\_\_\_\_\_  
Print Name & Signature of  
Authorized Representative

\_\_\_\_\_  
Company Tel./Fax/Mobile No.

\_\_\_\_\_  
Company Tax Identification No. (TIN)

**\*Attach Certificate of Registration (BIR)**

*Handwritten signature*  
5/16/18

PROVINCIAL BAC OFFICE  
BY: *[Signature]*  
5/16/18