
 Republic of the Philippines <b>DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS</b> REGIONAL OFFICE NO. IV-A Canlubang Interchange, Brgy. Mayapa, City of Calamba, Laguna					
Name of Procuring Entity :		Request for Quotation (P.R. No.): 2024-09-0099			
Revised on :		Date: October 28, 2024			
Standard Form/Title :		Office/End-User: PIO			
COMPANY NAME :					
ADDRESS :					
TEL. NO./FAX NO. :		TIN :			
Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than <b>10:00 A.M. of November 5, 2024</b> in the return envelope attached herewith.					
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p><b>TERMS and CONDITIONS :</b></p> <ol style="list-style-type: none"> <li>All entries must be typewritten or legibly written.</li> <li>Delivery period <b>within Fifteen (15) Calendar days</b> or upon receipt of the approved funded Purchase Order (P.O). Administrative penalties pursuant to Sec.69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason</li> <li>Warranty shall be for a minimum of three (3) months for supplies &amp; materials; one year for Equipment; one (1) year IT Equipment from date of acceptance by the end-user.</li> <li>Price validity shall be for a period of sixty (60) calendar days.</li> <li>PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/Income/Business Tax Return(For ABCs above Php500k)/Omnibus Sworn Statement (For ABCs above Php50k) shall be attached upon submission of the quotation enclosed with Brown Envelope. (CERTIFIED TRUE COPY)</li> <li>Please indicate the brand for each items being offered.</li> <li>In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Department shall adopt and employ "Toss Coin or Draw Lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005</li> <li>The approved budget ceiling for this procurement is <b><u>Php 213,400.00</u></b></li> </ol> </div> <div style="width: 35%; text-align: center;">    <b>ATTY. CHERYLL C. ANTONIO-DAVID</b>            Chief, Administrative Division            BAC Vice-Chairperson         </div> </div>					
Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	<b><i>Printing of News Letter from January - June 2024 &amp; Annual Report for CY 2023 for Public Affairs and Information Unit, this Regional Office</i></b>				
1	News Letter: January to March 2024 Paper: Glossy 128gsm Pages: 16 pages (Back to back), including cover Size: Spread: A3, (Colored all pages) Process: Offset Printing with folding saddle binding Minimum Resolution: 300 PPI	50	pc		
2	News Letter: April - June 2024 Paper: Glossy 128gsm Pages: 16 pages (Back to back), including cover Size: Spread: A3, (Colored all pages) Process: Offset Printing with folding saddle binding Minimum Resolution: 300 PPI	50	pc		
3	Annual Report: Cover: Hardbound and Embossed Letter Inside: Matte 100lbs Pages: 70 pages (back to back), including cover Size: A4, Landscape (Colored all pages) Process: PUR Binding Minimum Resolution: 300 PPI	50	pc		
		<b>Total Amount</b>			

<div style="text-align: center;"> </div>	
<b>Purpose:</b>	Purchase for Printing of News Letter from January - June 2024 & Annual Report for CY 2023 for Public Affairs and Information Unit, this Regional Office
Brand and Model	: _____
Delivery Period	: _____
Warranty	: _____
Price Validity	: _____
<p><i>After having carefully read and accepted your General Conditions. I/We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditons specified by DPWH Region IV - A.</i></p>	
Tel. No.: (049) 3481-02-14 to 15 <a href="mailto:r4a.procurement@gmail.com">r4a.procurement@gmail.com</a>	_____ Printed Name / Signature / Designation / Date
DPWH REGION IV-A-Procurement Unit	_____ Tel. No./Cellphone No./E-mail Address
HFSD	SMALL VALUE PROCUREMENT