



Republic of the Philippines

Republic Act 7611

**PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF
BIDS AND AWARDS COMMITTEE**

PCSD Bldg., Sports Complex Road, Brgy. Sta. Monica, Puerto Princesa City, Palawan

REQUEST FOR QUOTATION

- A. The Palawan Council for Sustainable Development Staff (PCSDS) invites all eligible and PhilGEPS-registered suppliers to quote the best offer for this procurement item subject to the specifications and/or terms and conditions and within the Approved Budget for the Contract, to wit:

Project Title: **PR No. 19-12-008: AFD: Supply and Delivery of Digital Rubber Stamps, Tarpaulin Printings and Vinyl Stickers for Permitting**

Mode of Procurement: **Negotiated Procurement - Small Value Procurement (Sec. 53.9 of RA 9184, IRR)**

Approved Budget for the Contract: **Php 34,637.00**

Delivery Instructions: **To be delivered within 15 Calendar Days (CDs) upon receipt of Purchase Order / Payment (whichever is applicable).**

Location: **PCSD Building, Sports Complex Road, Puerto Princesa City, Palawan**

Specifications: **See attached "Annex A" (if applicable)**

- B. Interested supplier are required to submit the following Eligibility Documents during submission of offer/quotation:

B.1. Mayor's Permit/Business Permit;

B.2. PhilGEPS Registration Number;

B.3. Latest Income/Business tax Return;

B.4. Omnibus Sworn Statement (duly notarized)

- C. The pro-forma quotation maybe submitted through registered or electronic mail to the PCSDS BAC Secretariat at above address or email to mitchie592003@gmail.com on or before **December 13, 2019, 10:00 AM** subject to the following Terms and Conditions:

- All entries shall be typed or written in a clear legible manner. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.
- All prices offered shall be valid, binding and effective for THIRTY (30) calendar days upon issuance quotation.
- Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to (BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.
- Award of contract shall be made to the lowest quotation, which complies with the minimum specification as stated above and other terms and conditions stated in the Price Quotation Form.
- Partial Bids are not allowed. Bids not addressing or providing all of the required items in the RFP/RFQs including, where applicable, bill of quantities, shall be considered non-responsive and, thus, automatically disqualified. Where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) or dash (-) for the said item would mean that it is being offered for free to the Government.
- In the event two or more bidders submitted the same amount of quotations, the tie shall be resolved using "draw lots" or similar methods of chance.

- D. For inquiry, you may contact us at (048) 434-4235.

Very truly yours,


MICHELLE ANDREA AUGUST SABUYA
BAC Secretariat

Republic of the Philippines
Palawan Council for Sustainable Development Staff
 PCSD Building, Sports Complex Rd., Sta. Monica, Puerto Princesa City

PRICE QUOTATION FORM

Date: _____

The Bids and Awards Committee

Palawan Council for Sustainable Development Staff
 PCSD Building, Sta. Monica, Puerto Princesa City

PQF No.: _____

Sir/Madam:

After having read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows;

Description	Specifications	Qty	Unit	Unit Price	Total Price
	Digital Rubber Stamp				
	Rubber Stamp Cashier	2	pcs		
	Rubber Stamp Budget	2	pcs		
	Rubber Stamp AFD Director	7	pcs		
	Rubber Stamp Asst. AFD	4	pcs		
	Tarpaulin Printings				
	Landscape Governance 5 x 8	1	pc		
	Non-Tomber Products 5 x 8	1	PC		
	Congratulatory tarp Jen Hara 3 x 5	1	pc		
	Congratulatory tarp NR Estoya	1	pc		
	CSC Anniversary 6 x 8	1	pc		
	Vetical MVOP 24" x 70"	1	pc		
	Acrylic Plaque				
	Vinyl Stickers for Permitting				
	Inspection Sticker	10000	pcs		
	Property Tag Sticker 2in x 3in	200	pcs		
	Vehicle Magnetic Stickers 7in x 30in	4	pcs		
	Front Logo Stickers	1	pc		
Total (inclusive of VAT)					

(Amount in words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Company/Signature of Representative

Contact No.