

SF-GOOD-60

**REQUEST FOR QUOTATION
(53.9 "Small Value Procurement")**

Freedom Commercial Printers

Zinex Zign Express

Ink Come

Date: March 13, 2023

Quotation No.: 0196

Place of Delivery: City General Services Office

Please quote your lowest price on the items listed below, subject to the General Conditions on the Philippine Bidding Documents on Goods, stating the shortest time of delivery and submit your quotation duly signed by your representative **on or before March 17, 2023 at 10:00 a.m.**

ATTY. ALEXANDER ERIC F. ELIAS

BAC-Chairperson

Note: ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN.

1. DELIVERY PERIOD **FIFTEEN (15) CALENDAR DAYS**
2. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR EXPENDABLE SUPPLIES, ONE (1) YEAR FOR NON-EXPENDABLE SUPPLIES, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS.
4. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION, IF AVAILABLE.
5. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.
6. **INDICATE BRAND NAME OF ITEMS BEING OFFERED.**
7. **DROP YOUR QUOTATION IN A SEALED ENVELOPE AND PROPERLY LABELED-**
8. **Bidders are requested to submit PHILGEPS REGISTRATION NUMBER/PHILGEPS PLATINUM CERTIFICATE, OMNIBUS SWORN STATEMENT AND BUSINESS/MAYOR'S PERMIT**
9. **Downloaded Form must be duly signed by BAC Chairman prior to submission for the opening of bidding documents.**
10. **For Tires and Batteries, ONE (1) YEAR WARRANTY**
11. **Bidders are required to indicate unit price per item, type written or legibly hand-written.**

ITEM NO.	ITEM & DESCRIPTION	BRAND NAME	QTY	Unit	UNIT PRICE	TOTAL
1.	CUSTOMIZED LANYARD AND PVC I.D WITH LAYOUT (Approved by the end-user) Estimated Cost: P18,000.00		200	Pcs		
2.	CUSTOMIZED TOTE BAG Estimated Cost: P31,600.00		200	Pcs		
3.	CUSTOMIZED NOTEPAD WITH CUSTOMIZED BALLPEN Estimated Cost: P29,600.00		200	Pcs		
4.	CUSTOMIZED MUG Estimated Cost: P17,600.00		200	Pcs		
5.	CUSTOMIZED LAPTOP BAG Estimated Cost: P50,000.00		200	Pcs		

Purpose: For Official use in the Office of the City Mayor – RDC Meeting, this city.

Brand and Model : _____
Delivery Period : _____
Warranty : _____
Price Validity : _____

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

Printed Name / Signature

*Tel. No. / Cellphone No.
e-mail address*

Date