




REQUEST FOR QUOTATION

 Name of Company

 Complete Company Address

Date : October 2, 2024
 PR No. : 2024-09-0114(EU)
 Date Published : _____
 PHILGEPS Ref. No.: _____

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 **October 11, 2024 at 9:00 AM** to the address stated above.


CARLENE C. COLLADO, CPA
 Chairperson, Special Bids and Awards Committee

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 DA-PRDP.

 (Printed Name above Signature)
AUTHORIZED CANVASSER

PLEASE QUOTE: BY LOT

NO.	ITEM DESCRIPTION (ITEM NAME & TECHNICAL SPECIFICATIONS)	QTY.	UNIT	ESTIMATED PROJECT COST (EPC)	SUPPLIER'S PROPOSAL BOX		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)
					FINANCIAL PROPOSAL (Indicate the Price Offer)		
	Production of PRDP 2025 Customized Calendar and Desktop Planner	1	lot	803,700.00	Unit Price	Total Price	
	PRDP Customized 2025 Wall Calendar	2,500	pcs				
	Size: 22 x 34 inches						
	12 sheets in full color						
	Using C2S 60 or better						
	With aluminum top binding						
	PRDP Customized 2025 Desk Calendar and Planner	100	pcs				
	Size: 18" x 12" (landscape)						
	12 sheets, 12 designs in full color						
	Using GSM 100 or better						
	With cover jacket (18.5" x 12.5")						
	Blue color with 3mm thick padding						
	*****NOTHING FOLLOWS*****						

<p style="text-align: center;"><u>BIDDER'S CERTIFICATION</u></p> <p>Date: _____</p> <p>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 _____ (please indicate projected time of delivery) days from receipt of the Purchase Order, Letter Order, or Job Order, whichever is applicable.</p> <p style="text-align: center;">_____ Print Name & Signature of Authorized Representative</p> <p style="text-align: center;">_____ Company Tel./Fax/Mobile No.</p> <p style="text-align: center;">_____ Company Tax Identification No. (TIN)</p>	<p style="text-align: center;"><u>SBAC SIGNATURE</u></p> <p>Date of Opening: _____ Opened at: <u>PRDP-PSO Conference Room</u> Time Opened: _____</p> <p>Chairperson: _____ Vice-Chairperson: _____ Regular Member: _____ Regular Member: _____ Regular Member: _____</p>
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Please see General Conditions at the back.



GENERAL CONDITIONS

1. All bidders must submit, together with this quotation, their respective Mayor/Business Permit, BIR Certificate of Registration, Sanitary Permit (for Catering and Venue with Food and Accommodation), Tax Clearance and PhilGEPs Platinum Certification (for Php50, 000. 00 and above). In the absence of PhilGEPs Platinum Certification, all bidders are required to submit, in addition to the first two eligibility requirements, their respective PhilGEPs Reference number, Omnibus Sworn Statement, Income/Business Tax Return, and Professional License/ Curriculum Vitae (for Consulting Services). An expired Business/Mayor's Permit will only be accepted provided an Official Receipt for its renewal is also submitted;
2. All bids may be delivered sealed, or sent through electronic mail at (prdp.psosbac01@gmail.com) and addressed to the SBAC Chairperson, Department of Agriculture-Philippine Rural Development Project (DA-PRDP) Mindanao Project Support Office, A. Anglionto Sr. Ave., Lanang, Davao City;
3. All prices quoted herein are valid, binding and effective at least 60 days from the date of quotation;
4. Only bidders duly registered with the Department of Trade and Industry (DTI) for Sole Proprietorship, Securities and Exchange Commission (SEC) for Partnerships and Corporations, or Cooperative Development Authority (CDA) for Cooperatives as dealers/suppliers of the goods or services called for are allowed;
5. No bids shall be accepted after the time specified for the deadline of submission of bids;
6. Bids shall be open ONLY by the Special Bids and Awards Committee (SBAC) on the scheduled date of opening of bids at the DA-PRDP PSO Mindanao Conference Room, or any designated room/location;
7. All procurement shall be governed by the pertinent provisions of the World Bank Harmonized Procurement Guidelines under Procurement of Goods, Works and Non-Consulting Services, under IBRD Loans and IDA "Credits and Grants" by the World Bank Borrowers, as of January 2011;
8. Failure on the part of the winning bidder to furnish the goods or services within the prescribed period shall make the bidder liable to the Government liquidated damages equal to at least one-tenth of one percent (0.1%) of the cost of the unperformed portion of every day of delay;
9. The awarding of contract to the winning bidder is subject to the approval of the Head of Procuring Entity (HOPE) of the DA-PRDP PSO Mindanao Cluster;
10. Failure to comply with these conditions shall mean disqualification of your bid proposal.

