

Republic of the Philippines

City Government of Muntinlupa

National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

REQUEST FOR QUOTATION Date: 5/18/2023 Ouotation No:2023-0217 Company Name: Address: Business Permit No.:____ PhilGEPS Registration No.(required):_ The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure "Procurement of Security Paper for Printing of Certificate of Enrollment & Other Documents of CDM's Registrar", which will be undertaken in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No.9184. Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided. A copy of the following documents are also required to be submitted along with your quotation/proposal: 3. PhilGEPS Registration (Certified True Copy) 1. Mayor's/Business Permit: (Certified True Copy) 4. Certificate of Registration (Certified True Copy 2. Latest Income Tax (Certified True Copy) Quotations/Proposals must be submitted to the BAC Office of the City Government of Muntinlupa for checking & validation. For any clarification, you may contact Bids & Awards Committee at telephone no.(02)8861-1127 INSTRUCTIONS: (2) Do not alter the contents of this in any way. (3) technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your (4) Failure to follow these instructions will disqualify your entire quotation. After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows: Approved Budget for the Contract (ABC) Procurement Project Procurement of Security Paper for Printing of Certificate of Enrollment & Other Sixty Four Thousand Eight Hundred Pesos Documents of CDM's Registrar **Technical Specifications:** REMARKS UNIT OF ISSUE ITEM DESCRIPRION Security Paper with Watermark Logo with Perforation Size: 8.5 x 11 inches Material: 10 ream 70gsm (substance 20) Security Paper with Watermark Logo with

Perforation Size: 8.5 x 11 inches Material:

70gsm (substance 20)

10 ream

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QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
10	ream	Security Paper with Watermark Logo with Perforation Size: 8.5 x 11 inches Material: 70gsm (substance 20)				
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			64.5	300.00	Total Offered quotation (in Php)	Php

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- 2. Bidders must quote for all or all the items.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- 4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- 5. Quotations exceeding the Approved Budget for the contract shall be rejected.
- 6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- 8. The Item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 9. The GSO/Engineering Office shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

Signature over Printed Name			
Position/Designation			
Office Telephone No.			
Mobile Phone No./Fax No			