



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: 8/01/2023
Quotation No:2023-0362

Company Name: _____

Address: _____

Business Permit No.: _____

TIN: _____

PhilGEPS Registration No.(required): _____

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure "Printing of Tarpaulin and T-Shirt for Boys and Girls Week 2023" which will be undertaken in accordance with Section 53.9 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:

1. Mayor's/Business Permit: (Certified True Copy)	4. PhilGEPS Registration (Certified True Copy)
2. Latest Income Tax (Certified True Copy)	5. Certificate of Registration (Certified True Copy)
3. Omnibus Sworn Statement (Original)	

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:

- Do not alter the contents of this in any way.
- technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
- 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:

Procurement Project		Approved Budget for the Contract (ABC)			
Printing of Tarpaulin and T-Shirt for Boys and Girls Week 2023		ONE HUNDRED TWENTY EIGHT THOUSAND SIX HUNDRED SIXTY ONE PESOS ONLY			
Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
300	PCS	Advocacy shirt w/ print A4 size colored			
220	PCS	Personalized I.D Lace w/ print			
220	PCS	Tote Bag w/ print A4 size colored			
2	PCS	Tarpaulin 8x12			
12	PCS	Tarpaulin 2x3			
1	PCS	Tarpaulin 8x10			
17	PACK	Board Paper 120 gsm size 8x11 10 sheet per pack			



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

22	PACK	Specialty paper 90 gsm 10 sheet per pack				
4	PCS	Printer Ink L3110 (4 color black, blue, yellow, red)				
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
300	PCS	Advocacy shirt w/ print A4 size colored				
220	PCS	Personalized I.D Lace w/ print				
220	PCS	Tote Bag w/ print A4 size colored				
2	PCS	Tarpaulin 8x12				
12	PCS	Tarpaulin 2x3				
1	PCS	Tarpaulin 8x10				
17	PACK	Board Paper 120 gsm size 8x11 10 sheet per pack				
22	PACK	Specialty paper 90 gsm 10 sheet per pack				
4	PCS	Printer Ink L3110 (4 color black, blue, yellow, red)				
				128,661.00	Total Offered quotation (in Php)	Php

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders must quote for all or all the items.
3. 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.

Email address/es