

#### City Government of Muntinlupa

National Road Putatan Muntinlupa City

### **BIDS and AWARDS COMMITTEE**

www.muntinlupacity.gov.ph

#### REQUEST FOR QUOTATION

[	Date:	4/3/	2024
Quotation	No:2	024	-0203

	Quotation No.2024 020
Company Name:	
Address:	
Business Permit No.:	
TIN:	
PhilGEPS Registration No.(required):	

The City Government of Muntiniupa, through its Bids and Awards Committee, intends to procure Purchase of Customized Printing Materials for Various Activities 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:

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

	Proc	urement Project		Approv	ed Budget for the Contract (ABC)	
Purchase of C	Purchase of Customized Printing Materials for Various Activities		Three Hundred Seventy Five Thousand Nine Hundred Twenty Three Pesos			
Technical S	specifications:					
			Compliance		REMARKS	
QTY	UNIT OF ISSUE	ITEM DESCRIPRION	Yes	No		
		Leadership Coaching Strategies Seminar - (April 13, 2024)				
18	pcs	-Tote bag w/ print (10x12)				



# City Government of Muntinlupa

National Road Putatan Muntinlupa City

# **BIDS and AWARDS COMMITTEE**

www.muntinlupacity.gov.ph

20	pcs	-T-shirt w/ print (2 side digital print)	
		Mental Health Awareness Forum - May 10, 2024)	
75	pcs	-Tote bag w/ print (8x10")	
		Anti-Human Trafficking Information	
		Education Awareness - (May 24, 2024)	
53	pcs	-T-shirt w/ print (2 side digital print)	
		Youth Healthy Lifestyle Awareness Seminar (May 31, 2024)	
80	pcs	Seminar (May 31, 2024) - Customized Tote Bag w/ Print Colored (Katsa Bag 10x12)	
		Sports Clinic and Sports Festival - (June 8-30, 2024)	
100	pcs	- Regular Medals (Regular Sports Medal) size 2.5" acrylic	
		Kabataan Safe Spaces Act Orientation and Seminar - (June 15	
		June 15, 2024	
300	pcs	- Ref Magnet Length 9cm x 6.5cm width	
		Adolescent Reproductive Health Awareness	
		- (June 28, 2024)	
100	pcs	- Customized Mug w/ print (4 inch height)	
		Linggo ng Kabataan- (August 31, 2024)	
1	pcs	Plaque size 15" Glass	
1	pcs	Plaque size 10", Glass Plaque size 8", Glass	
1	pcs	Personalized Mug colored (4.5 inch height)	
		9th Sonny Ty International Gymnastics Cup- (October 18, 19 and	
457	pcs	Personalized Lanyard w/ Print Colored	
1	pcs	Tarpaulin 8x12	
		3rd Mayor Ruffy Biazon Swim Cup-	
		(December 7, 2024)	
816	pcs	Personalized Medal (3 diameter, acrylic material, full color with print	



# City Government of Muntinlupa

National Road Putatan Muntinlupa City

# **BIDS and AWARDS COMMITTEE**

www.muntinlupacity.gov.ph

Summary of Approved Budget		OFFERED QUOTATION				
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
		Leadership Coaching Strategies Seminar - (April 13, 2024)				
18	pcs	-Tote bag w/ print (10x12)				
20	pcs	-T-shirt w/ print (2 side digital print)				
		Mental Health Awareness Forum - May 10, 2024)				
75	pcs	-Tote bag w/ print (8x10")				
		Anti-Human Trafficking Information				
		Education Awareness - (May 24, 2024)				
53	pcs	-T-shirt w/ print (2 side digital print)				
		Youth Healthy Lifestyle Awareness Seminar (May 31, 2024)				
80	pcs	- Customized Tote Bag w/ Print Colored (Katsa Bag 10x12)				
		Sports Clinic and Sports Festival - (June 8-30, 2024)				
100	pcs	- Regular Medals (Regular Sports Medal) size 2.5" acrylic				
		Kabataan Safe Spaces Act Orientation and Seminar - (June 15 and September 15, 2024)				
		June 15, 2024				
300	pcs	- Ref Magnet Length 9cm x 6.5cm width				
		Adolescent Reproductive Health Awareness				
	1	- (June 28, 2024)				
100	pcs	- Customized Mug w/ print (4 inch height)				
		Linggo ng Kabataan- (August 31, 2024)				
1	pcs	Plaque size 15" Glass				
1	pcs	Plaque size 10", Glass Plaque size 8", Glass				
1	pcs	Personalized Mug colored (4.5 inch height)				
		9th Sonny Ty International Gymnastics Cup- (October 18, 19 and 20, 2024)				
457	pcs	Personalized Lanyard w/ Print Colored				



### City Government of Muntinlupa

National Road Putatan Muntinlupa City

## **BIDS and AWARDS COMMITTEE**

www.muntinlupacity.gov.ph

1	pcs	Tarpaulin 8x12			
		3rd Mayor Ruffy Biazon Swim Cup-			
		(December 7, 2024)			
816	pcs	Personalized Medal (3 diameter, acrylic material, full color with print lace)			
INGES!			Php375,923.00	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.
- 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 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