



Poro Point Management Corporation

A member of the BCDA Group

Gov. Joaquin L. Ortega Avenue, Poro City of San Fernando, La Union
Tel No. 242 0684 Email address: ppmcbacsecretariat@gmail.com

REQUEST FOR QUOTATION

Date: October 23, 2023

Business Name _____
 Business Address _____

 PhilGEPS Reg. No. _____
 TIN _____
 Tel No. _____
 E-mail address _____

Please quote your lowest price for the **Supply and delivery of flash drive, PPFZ one page flyer, PPFZ ecobag** using this form or your letterhead following the format below. Please take note of the following details.

- The Approved Budget for the Contract (ABC) is **One Hundred Thousand Pesos Only and 00/100** (Ph100,000.00).
- Any quotation in excess of the ABC will be automatically rejected. Poro Point Management Corporation is VAT Registered.
- Quotation must be submitted on or before **October 27, 2023 at 3:00 pm**.
 Quotation must be submitted in sealed envelope for manual submission at PPMC Administration Building, Governor Joaquin L. Ortega Avenue, Poro Point Freeport Zone, Poro, City of San Fernando, La Union on or before **October 27, 2023 at 3:00 pm**.
 Quotation submitted by email should be sent to the following email address: ppmcbacsecretariat@gmail.com
- Mode of Procurement: NP 53.9 – Small Value Procurement
- Send the said quotation together with the following documents:
 - Mayor's/Business Permit
 - PhilGEPS Registration Number
 - Omnibus Sworn Statement (Notarized)

N.B. Procuring Entities already maintaining an updated file of any of the bidder's abovementioned requirements, whether through the PhilGEPS Certificate of Registration and Membership or its own records, may no longer require its re-submission.

PPMC reserves the right to accept or reject any or all of the quotations or formally waive any defect or minor deviations therein, or to accept quotation/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning supplier refuse to accept the award without justifiable reason/s.

MR. CARLOS ESCALONA

Procurement Officer

MS. CHARLOTTE C. BANDOLIN

Administrative Officer

Per request, below is/ are the price(s) of the article(s)/ service(s) as indicated in the Unit Price:

Qty.	Unit	Specifications	Approved Budget of the Contract	Unit Cost (VAT - Inclusive)	Total Cost (VAT - Inclusive)
200	PCS	USB FLASH DRIVE 2.04GB (See Sample) -Card Type, Customized Full Color Print, UV Print, 2 Sides Print	59,000.00		
200	PCS	PPFZ ONE PAGE FLYER (See Sample) -C2S Paper, A4 Size, 250 GSM, Colored Print, Front Print	3,800.00		
300	PCS	PPFZ ECOBAG (See Sample) -Size: 10" x 13", Color: White, Back to Back Print	37,200.00		

TERMS AND CONDITIONS:

Payment Term 30 Days
 Delivery Period On or before November 10, 2023, 5:00 pm
 Price Validity 30 Calendar Days

We hereby certify that we have prepared, checked and reviewed this quotation. This quotation is valid unless revoked in writing which should be made prior to our receipt of your Purchase Order.

Name of Authorized Representative _____
 Signature _____
 Position Title/ Designation _____