



Standard Form Number: SF-GOOD-60

Revised on: January 08, 2018

Standard Form Title: **Request For Quotation**

Company Name: _____

Date: _____

Address:Quotation _____

No.: 2025012300020 _____

PhilGEPS Reg. _____

No.

Please quote you lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____, 2025.

MARIAN L. BADAR
 SUPPLY OFFICER II
 MARIAN.PROCUREMENTSHFC@GMAIL.COM
 Tel/Fax No.: (02) 8817-3168 **General**

Conditions:

1. All entries must be typewritten/accurate/readable.
 2. Delivery period must be within seven (7) calendar days only.
 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
 4. Price validity must be within thirty (30) calendar days.
 5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), Income or Business Tax Return for ABC's above 500k and Tax Clearance per BIR RR. No. 17, S.2024
 6. Bidders shall submit original brochures showing specifications of product being offered.
 7. All bid proposals must be VAT inclusive.
- (FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)**

Item No.	Item and Description	QTY	Approved Budget (In Php)	BID Price
A-001-108	Promotional materials-NOTEPAD - Material: Book 50 - 8.5 x 5.5 - 500 pcs	500	27,500.00	
A-001-108	Promotional materials-ROUND FAN - Twisted fan - full color logo print - 1000 pcs	1,000	40,000.00	
A-001-108	Promotional materials-ECO BAG (TOTE) - 12.5 x 14.5 - 500 pcs	500	100,000.00	
A-001-108	Promotional materials-ORGANIZER BAG - Height: 11.6 in - Length: 8.4 in - Depth: 2.2 in - 500 pcs	500	125,000.00	
A-001-108	Promotional materials-TUMBLER -16 oz - insulated - 500 pcs	500	100,000.00	
A-001-108	Promotional materials-KEYCHAIN - 4 x 7.5 cm - Material: Engravable leather - with Keyrings - 500 pcs	500	25,000.00	
A-001-108	Promotional materials-REF MAGNET - 2 x3 in - full magnetic sheet - 500 pcs	500	25,000.00	
A-001-108	Promotional materials-BALLPEN - Ink: black - Ballpoint - Ballpen clicker - 1000 pcs	1,000	30,000.00	
A-001-108	Promotional materials-PULL-UP BANNER - 2.75 T X 6.5 FT - FULL COLOR LOGO PRINT - PCS	4	8,000.00	

	Place of Delivery: MAKATI CITY Delivery Term: FOB Destination Term of Payment: 15 working days upon complete delivery		480,500.00	
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RFQ No.: 2025012300020

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Brand and Model: _____
Delivery Period: _____
Warranty: _____
Price Validity: _____
Payee's Name & TIN: _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature

Tel. No. / Cellphone No

E-mail Address

Date