



Standard Form Number: SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: **Request for Quotation**

APPROVED FOR POSTING

Date: _____
Quotation No. _____

Company Name: _____

Address: _____

TIN No: _____

PhilGEPS Registration Number _____

Please quote your 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 **March 23, 2022**.

Marian Badar
MARIAN BADAR
Procurement Officer II
Tel/fax. No. 817-3168/7506337/84 loc. 433
procurementunitshfc@gmail.com

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, Business Permit/Mayor's Permit, Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.**
6. Bidders shall submit original brochures showing specifications of product being offered.
(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)

Item No.	Item and Description	Qty	Approved Budget (in Php)	BID PRICE
1	<p>Printing Services – Tarpaulin Newsletter, Annual Report / etc. –</p> <p><i>Specification:</i></p> <p>1. Booklet type -full color -78 pages including front and back cover -spot UV & matte lamination cover only + SHFC logo at the front and back cover -perfect binding -size (finish): 8.25inch x 11inch -size (spread): 16.5inch x 11inch -Stock: C2S #220 cover C2S #100 inside</p> <p>2. Envelope -size fits 8.25inch x 11 inch AR -Stock: Book#80 -With colored SHFC logo</p> <p>Proofing: Should be delivered to SHFC four (4) working days after receipt of digital file; maximum of 2 proofs to proceed</p> <p>Delivery: Within fifteen (15) working days from receipt of final approved proof.</p> <p>-Rejected prints should be replaced within 5 days; -Non-replacement will mean deduction of the cost of the rejected prints from total project.</p>	150 pieces	750.00	



	Place of Delivery: 3 rd Floor, 8737 BDO Plaza, Paseo de Roxas, Makati City Delivery Term : FOB Destination	₱	112,500.00	
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Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____
 Payee's Name : _____

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