



**REQUEST FOR QUOTATION NO.: 2021-11-044**

Date: November 11, 2021

**Procurement Title** : **Supply, Delivery, and Printing of Ten Thousand (10,000) Pieces 2022 PESO SENSE Calendar**

**PR No.** : **2021-10-094**  
**Approved Budget for the Contract** : **Php 200,000.00**

Sir/Madam:

The Commission on Filipinos Overseas invites PhilGEPS registered suppliers to quote the latest market price of the item/s described/listed below. Quotations must be placed in **two (2) sealed envelopes**. The first envelope should contain the original documents while the second envelope should contain copies of the documents. Please submit your sealed envelopes at the **2nd floor, Administrative and Finance Division, Citigold Center II, 1388 F. Icasiano St. cor. F. Gernale St. Paco, Manila** on or before **November 18, 2021, 1:00 P.M.**

**I. Requirements**

1. The winning bidder shall deliver the goods to the Commission on Filipinos Overseas Office at Citigold Center, 1345 Pres. Quirino Avenue cor. Osmeña Highway, Paco, Manila;
2. The winning bidder shall bear the cost of transportation; and
3. The winning bidder shall replace the item/s if found to be defective or not in conformity with the description during inspection.

**II. General Terms and Condition:**

1. Quotations should be addressed to the CFO Bids and Awards Committee and must be placed in **two (2) sealed envelopes**. The first envelope should contain the original documents while the second envelope should contain copies of the documents;
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission;
3. Quotations should be inclusive of all cost and applicable taxes;
4. The following documents should be submitted along with the sealed quotation:
  - **PhilGEPS Registration Number/Certificate**
  - **Mayor's/Business Permit**
  - **BIR Form 2303 Certificate**
  - **SEC or DTI Certificate**
  - **Notarized Omnibus Sworn Statement**
  - **Brochure/Proof of previous works**
5. Bidders must have a Land Bank Account for payment purposes.



Republic of the Philippines • Office of the President  
**COMMISSION ON FILIPINOS OVERSEAS**  
KOMISYON SA MGA FILIPINO SA IBAYONG DAGAT



COMPANY NAME : \_\_\_\_\_  
ADDRESS : \_\_\_\_\_  
PhilGEPS REGISTRATION NO.: \_\_\_\_\_ VALID UNTIL: \_\_\_\_\_

QTY	UNIT	ITEM DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (VAT INCLUSIVE)	QUOTATION/ OFFER AMOUNT	
				UNIT COST	TOTAL COST
10,000	Pieces	Supply, Delivery and Printing of 2022 PESO SENSE Calendar	₱ 200,000.00		

**TECHNICAL SPECIFICATIONS**

ITEM DESCRIPTION	SPECIFICATIONS
Supply, Delivery and Printing of 2022 PESO SENSE Calendar	<ul style="list-style-type: none"><li>Size: 22 inches x 30 inches</li><li>Stock: C2S 220 gsm.</li><li>Others: Offset Printing</li><li>Color: Full Colors</li></ul>

**DELIVERY SCHEDULE** : 30 Working Days from approval of printed sample

After careful evaluation of the Requirements, General Terms and Conditions, Technical Specifications and Delivery Schedule, **I/WE hereby accept and submit our quotation based on the items and prices above.**

The CFO reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

\_\_\_\_\_  
Signature over printed name (Owner/Authorized Representative)

Telephone/Mobile No.: \_\_\_\_\_  
Email Address : \_\_\_\_\_  
Date : \_\_\_\_\_

For Further information, please refer to:

**KEESHIA MAE ACEDERA**

Procurement Officer

Email: [bac.secretariat@cfo.gov.ph](mailto:bac.secretariat@cfo.gov.ph)

Tel. No: [8552-4792](tel:8552-4792)



Tel: (+632) 552-4700 (connecting all depts.) • Fax: (+632) 561-8332  
Email: [info@cfo.gov.ph](mailto:info@cfo.gov.ph) • Website: [cfo.gov.ph](http://cfo.gov.ph) • Facebook: [commissiononfilipinosoverseas](https://www.facebook.com/commissiononfilipinosoverseas)  
Citigold Center, 1345 President Quirino Avenue cor. President Osmeña Highway, Manila 1007, Philippines