



REQUEST FOR QUOTATION NO.: 2022-06-025

Date: June 08, 2022

Procurement Title : **Supply and Delivery of 42nd CFO Anniversary Souvenir Jackets**

Purchase Request No. : **2022-06-052**

Approved Budget for the Contract : **PhP 208,000.00, Vat Inclusive**

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 (COPY 1) should contain copies of the documents. Please submit your sealed envelopes at the **2nd floor, Administrative and Finance Division, Citigold Center, 1388 F. Icasiano St. Paco, Manila** on or before **June 13, 2022, 10:00 A.M.**

I. 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 or during bid/offer evaluation**:
 - **PhilGEPS Registration Number/Certificate;**
 - **Mayor's/Business Permit;**
 - **BIR Form 2303 Certificate;**
 - **SEC or DTI Certificate; and**
 - **Notarized Omnibus Sworn Statement; and**
 - **Size Chart / Sample**
5. Bidders must have a Land Bank account for payment purposes. Otherwise, bank fees shall be for the account of the winning bidder.



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COMMISSION ON FILIPINOS OVERSEAS
KOMISYON SA MGA FILIPINO SA IBAYONG DAGAT



COMPANY NAME : _____
ADDRESS : _____
PhilGEPS REGISTRATION No.: _____ VALID UNTIL: _____

ITEM DESCRIPTION	QTY.	UNIT COST (VAT INCLUSIVE)	TOTAL COST (VAT INCLUSIVE)	APPROVED BUDGET FOR THE CONTRACT (VAT INCLUSIVE)	QUOTATION/ OFFER AMOUNT (VAT INCLUSIVE)
Supply and Delivery of 42 nd CFO Anniversary Souvenir Jackets Specifications: ▪ Bomber Style Jacket with embroidery on 2 panels	130 pieces	PhP 1,600.00	PhP 208,000.00	PhP 208,000.00	

DESIGN/LAYOUT: Please refer to “Annex A”

DELIVERY SCHEDULE: 30 calendar days upon approval of the sample jacket

After careful evaluation of the General Terms and Conditions, Technical Specifications, and 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 L. ACEDERA
Procurement Officer

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ANNEX A: DESIGN/LAYOUT

