

Republic of the Philippines
EARLY CHILDHOOD CARE AND DEVELOPMENT COUNCIL
 4/F Belvedere Tower, No. 15 San Miguel Avenue, Ortigas Center, Pasig City
 Tel. No. 571-6833; Fax No.571-4612 Local 829

Date: _____


REQUEST FOR QUOTATION

Gentlemen:

Please quote your lowest government price (s), stating the shortest time of delivery on the item(s) listed below and submit your quotation duly signed by your representative through email or sealed envelope direct to the Chairperson, Bids and Award Committee or thru the authorized canvasser of this office on or before April 19, 2024 .

If you do not have the exact item on request, please feel free to offer the equivalent or possible substitute.

Very Truly yours,


NECITAS D. LARGO
 BAC Chairperson

QTY	UNIT	ARTICLES AND DESCRIPTION	UNIT PRICE	TOTAL
70	copies	Printing of ECCDC Annual Report 2023		
		Cover:		
		Size - A4 / 8.27" x 11.69" (F)		
		Color - Full color, C2S 220#, 4 pages, back-to-back		
		File supplied, CTP Process with Matt. Lam. & Spot UV 1-side		
		Smythe Sewing, Perfect Binding and Offset Printing		
		With title indicated in the spine		
		Inside:		
		Size: A4 / 8.27" x 11.69" (F)		
		Color - Full color, Matte 100#		
		No. of Pages - 148 pages, back-to-back		
		File supplied with folding with collating		
		Smythe Sewing, Perfect Binding and Offset Printing		
		CD Ready, provide the finalization of layout and color separation		
		Supplier can adjust the layout		
		Delivery - 15 days upon ECCDC approval of the printed final proof		
		Other requirements:		
		The following documents must be submitted together with the quotations:		
		1 Printed sample booklet similar to the ECCDC requirements		
		2 1/4 cut-out paper stock (cover and inside) with label		
		3 PhilGEPS Registration Number		
		4 Income/Business Tax Return		
		5 Mayor's Permit		
		6 BIR Certificate of Registration		
		7 Omnibus Sworn Statement (revised)		
		Mode of Payment: Send Bill after acceptance of goods/items		
		Quotations are inclusive of all costs and applicable Taxes		
		For any queries, you may Contact Nos.(02) 8 571-6833/(02) 8571-4615		
		Email Add: bac@eccdcouncil.gov.ph/cora@eccdcouncil.gov.ph		

After having carefully read and accept your requirements, I/we quote you on the above items and bind ourselves to deliver the above articles and description within the specified dates. The quotations are good up to 60 calendar days.

SUPPLIER	
Signature	
Name	
Office/Company Name	
Address	
Telephone Nos.	
Fax Nos.	