



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 directed to the Chairperson, Bids and Award Committee of this office on or before April 3, 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
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 BAC, Chairperson

QTY	UNIT	ARTICLES AND DESCRIPTION	UNIT PRICE	TOTAL
1500	copies	Printing of Booklet on Early Year Act of 2013 (RA 10410) and its Implementing Rules and Regulations		
		Quantity: 1,500 copies		
		No. of pages including the cover: 60 pages back to back		
		Size: 5.5"x 8.5"- Folded		
		Stock: Cover - C2S-180 lbs.		
		Inside - Book paper 100 (white)		
		Color: Cover - Full colors		
		Inside - 1/1 colors		
		Lamination: Cover - Matte Lam.		
		Binding: Perfect		
		CD Ready, provide the finalization of layout		
		<u>Other Requirements to be submitted:</u>		
		Philgeps Registration Number		
		Mayor's Permit		
		BIR Registration Certificate		
		Income/Business Tax Return		
		Omnibus Sworn Statement (Revised)		
		Conditions:		
		Terms of Payment: Send Bill		
		Quotation - inclusive of VAT		
		For any queries, you may Contact Nos. 8571-6833/8571-4615		
		Email Add: cora@eccdcouncil.gov.ph/glennvillacorte@eccdcouncil.gov.ph/bac@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 & Designation	
Company Name	
Address	
Telephone Nos.	
CP No.	