

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 February 10, 2025.

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

Very Truly yours,


NEQTAS D. LARGO
 BAC Chairperson

QTY	UNIT	ARTICLES AND DESCRIPTION	UNIT PRICE	TOTAL
760	sets	1. Printing of ECCD Checklist (Book Alike)		
		Quantity:760 Sets		
		Specs:		
		Child's record 1 = 28 pages including cover		
		Child's record 2 = 24 pages including cover		
		Child's Table of Scores = 8 pages including cover		
		Cover: CS160 Inside: Matte 60		
		Spread: 17" x 11" Folded 8 1/2" x11"		
		Cover: 4/1 Inside: 1/1		
		Binding: Saddles		
		How to use = 30 pages including cover		
		Cover: CS160 Inside: Matte 60		
		Spread: 11" x 8 1/2" Folded 5 1/2" x 8 1/2"		
		Cover: 4/1 Inside: 1/1		
Binding: Saddles				
745	copies	2. Printing/Reproduction of Guidelines on the Registration and Granting Permit and Recognition Module		
		Specification:		
		Size: Paper size: A4		
		Stocks: Inside - C2S 80 lbs.		
		cover - C2S 80 lbs.		
		Process: OFFSET Printing Process		
		Color cover - One Color		
		Inside - One Color all pages		
		Finish: two sides printing		
		No. of Pages: 130 pages excluding cover		
		Cover with Acetate and morocco paper at the back		
		Binding: Coil Binding at the side		
		Other/s: CD file ready		
		Other Requirements:		
		PhilGEPs Registration No.		
		BIR Certificate of Registration		
		Business/Income Return		
		Notarized Omnibus Sworn Statement		
		Mayor's Permit		
		Terms of Payment:: Send Bill		
Quotations are inclusive of all Taxes				
For any queries, you may Contact Nos. 8571-6833/8571-4615				
Email Add: ndl@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/Designation	
Company Name	
Address	
Telephone Nos.	
CP Nos.	