



Republic of the Philippines
Department of National Defense
PHILIPPINE VETERANS AFFAIRS OFFICE
Veterans Compound
Camp General Emilio Aguinaldo, Quezon City

REQUEST FOR QUOTATION

The Philippine Veterans Affairs Office (PVAO), through its Bids and Awards Committee will undertake a Small Value Procurement for the "**Printing of PVAO Continuous Forms**" in accordance with Section 53.9 of the 2016 Revised IRR of RA 9184. The details of the project are as follows:

Project Title : Printing of PVAO Continuous Forms
ABC : One Hundred Ninety-Seven Thousand Five Hundred Pesos (P 197,500.00)
Specifications : See the attached Price Quotation Form (*Annex "A"*)
Delivery Period : Within thirty (30) calendar days upon receipt of the Notice to Proceed
Location : PVAO Compound, Camp Gen. Emilio Aguinaldo, Quezon City

Submission of sealed **Price Quotation (using the prescribed form, Annex "A") and Documentary Requirements** is on or before **5:00 PM of 18 January 2022** at the PVAO-Bids and Awards Committee Secretariat, 2nd Floor Building No. 4 (Procurement Office), Philippine Veterans Affairs Office, Veterans Compound, Camp General Emilio Aguinaldo, Quezon City. Documentary Requirements shall include the following:

- a) Current Mayor's/Business Permit or in cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit;
- b) PhilGEPS Registration Number; and
- c) A duly accomplished Omnibus Sworn Statement in the form prescribed by the 2016 RIRR of RA 9184 with Secretary's Certificate or Special Power of Attorney as applicable.

Open submission may be done, manually and electronically thru procurement.service@pvao.gov.ph and/or thru facsimile no. 8912-4649.

The PVAO reserves the right to accept or reject any offer/quotation, to reject all offer/quotation at any time prior to contract award, to exclude any item or reduce the number of units and corresponding ABC as determined by PVAO and to award the contract to the bidder with the most advantageous offer, without thereby incurring any liability to the interested entities.

For inquiry, you may contact us at Tel. No. 8912-4649.

BY THE AUTHORITY OF THE
PVAO BIDS AND AWARDS COMMITTEE:


ENGR. DIOMEDES C. PALOR
Head, BAC Secretariat

PRICE QUOTATION FORM

Date: _____

The Bids and Awards Committee
 Philippine Veterans Affairs Office
 PVAO Compound, Camp General Emilio Aguinaldo,
 Quezon City

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the **Printing of PVAO Continuous Forms**, as follows:

Item No.	Item Description/Specifications	Qty.	Unit	Unit Price	Amount
	General Specifications: <ul style="list-style-type: none"> ▪ Using NCR white paper ▪ 2 color print ▪ With perforation on both sides ▪ With PVAO letterhead and logo ▪ With PVAO logo watermark ▪ Carbonless paper ▪ 500 set/box ▪ Export carton ▪ Properly labelled 				
1	Continuous Form, 11" H x 6" W, 3ply	20	Box		
2	Continuous Form, 11" H x 14 $\frac{7}{8}$ " W, 3ply	20	Box		
3	Continuous Form, 11" H x 9 $\frac{1}{2}$ " W, 4ply	15	Box		
Total Amount					

Note: See attached designs.

Production Sample: The supplier shall submit within five (5) calendar days upon receipt of the Notice of Having the Lowest Calculated Quotation the production samples of the PVAO Continuous Forms compliant to the technical specifications.

(Amount in Words) _____

The above-quoted price is inclusive of all costs and applicable taxes.

 SIGNATURE OVER PRINTED NAME
 (Duly Authorized to sign the Bid)

 BUSINESS ADDRESS

 NAME OF COMPANY

 TELEPHONE/FAX NO/EMAIL ADDRESS



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