



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Intramuros, Manila



**REQUEST FOR PRICE QUOTATION**

RFQ No. 2022-04-003

Date: \_\_\_\_\_

Name of Company: \_\_\_\_\_


Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_ TIN No. \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

Please quote your lowest net price, taxes included for the item/s described below and submit your **signed and sealed** quotation to the DOLE- BAC Secretariat at 2<sup>nd</sup> Floor, DOLE Main Building, Intramuros, Manila not later than 11:00 a.m. on 25 APR 2022 at which date and time, all submitted quotations will be opened. Late bids shall not be accepted.

Total Approved Budget for the Contract is **₱240,000.00**

  
**ATTY. PHILIP A. PAREDES**  
Undersecretary  
and Chairperson, BAC

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

| QTY./UNIT  | DESCRIPTION  | UNIT PRICE | TOTAL PRICE |
|------------|--|------------|-------------|
| 800 pieces | Supply and Delivery of Polo Shirts for CY 2022 Labor Day Celebration<br><br>Specifications:<br>- With Embroidered DOLE Logo (Left Chest)<br>- Canvas print at the back<br>- Honeycombed<br>- Branded<br>- Color: Royal Blue<br><br>Please see attached sample design, color and print of Polo Shirt<br><br>Delivery Period: Three (3) calendar day upon receipt of approved Purchase Order | Php_____   | Php_____    |

|   |  |
|---|--|
| Name of Company   |  |
| Complete Address  |  |
| Telephone No./Fax   |  |
| Printed Name of Owner/Authorized Representative and Signature |  |

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of *Thirty (30) calendar days* from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by your or any of your duly authorized representative/s.
7. The DOLE shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
8. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DOLE may rescind or terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies available under circumstances.
9. The bidder that submitted the lowest calculated bid shall submit the following documents to the BAC Secretariat within 3 calendar days from receipt of written notification:
  - a) Business Permit/Mayor's Permit;
  - b) PhilGEPS Registration;
  - c) Latest Income/Business Tax Return; and
  - d) Notarized Omnibus Sworn Statement in accordance with Section 25.3 of the 2016 Revised IRR of RA 9184