



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



REQUEST FOR PRICE QUOTATION

Date: _____ RFQ No. BAC- 2022-08-016
 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 2nd Floor, DOLE Main Building, Intramuros, Manila not later than **11:00 a.m.** on AUG 22 2022, 2022 at which date and time, all submitted quotations will be opened. Late bids shall not be accepted.

Approved Budget for the Contract is Php 150,000.00


ATTY. MARIA CONSUELO S. BACAY
 Director, Bureau of Labor Relations
 and Alternate Vice-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./U NIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
300 copies	Digital Printing of BWC 2021 Annual Report Specifications: No. of pages – 50 pages (includes front and back cover, back to back printing) Size: A4 Color: Full color Font size and style: as reflected in the Report to be printed Stock: #220 Glossy Coated Finish (front and back cover) C2S 80 Matte (inside pages, back to back) Binding: Perfect Bind Delivery: 15 working days after approval of digital blueprint <u>Timeline of Deliverables</u> Submission of the prototype of the report to the Supplier – 5 WD after award of Job Order. Supplier will submit the prototype of the report for review (contents, colors, and materials used) and for clearance of BWC Director prior to mass production – Within five (5) WD for review and approval of Bureau Director Submission of the approved prototype of the report to the Supplier for mass production – Three to five (3-5) WD upon receipt of the approved prototype.	P _____/pc	P _____

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 shall rescind 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 open to it.
9. The bidder that submitted the lowest calculated bid shall submit the following documents to the BAC Secretariat within 5 calendar days from receipt of written notification:
 - a) Business Permit/Mayor's Permit;
 - b) PhilGEPS Registration
 - c) Income/Business Tax Returns; and
 - d) Omnibus Sworn Statement;