




REQUEST FOR QUOTATION (RFQ)

1. The Philippine Ports Authority - Port Management Office of Bicol (PPA-PMO Bicol), through its Bids and Awards Committee, will undertake the Printing of Cargo Entry Withdrawal Permit, PPA Letterhead, Customized Mailing Envelope, Permit to Undertake Marine Services forms and PPA Property Stickers for PMO Bicol use in accordance with Section 53.9: Small Value Procurement of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The details are as follows: details are as follows:

- a. Name of Project : **Printing of Cargo Entry Withdrawal Permit, PPA Letterhead, Customized Mailing Envelope, Permit to Undertake Marine Services forms and PPA Property Stickers**
- b. Reference Number : **RFQ-2022-004**
- c. RFQ Date : **July 06, 2022**
- d. Approved Budget of the Contract (ABC) : **105,500.00**
- e. Deadline for Submission : **July 11, 2022**
- f. Delivery Term : **Within 30 days Upon Receipt of Approved Purchase Order**
- 9 Item Description/Specification :

Item No.	Qty.	Unit	Item Description/Technical Specification
1	1000	pc	PPA Property Sticker (vinyl sticker) 2.5x2.625 inches, full color printing
2	50	pad	Permit to Undertake Marine Services 8.5x6.5 inches, 50 sets/pad, with 3pcs/set, 1 news print white, 1 yellow and pink full color print padded with control number
3	2	bx	Customized mailing envelope with PPA logo (white long)
4	10	rm	PPA Letterhead (Concorde Specialty paper; long size; full color printing
5	15	rm	PPA Letterhead (Concorde Specialty paper; A4 size; full color printing
6	50	pad	Cargo Entry Withdrawal Permit 8.5x6.5 inches, 50 sets/pad, with 3 pcs/set, 1 news print white, 1 yellow and pink full color print padded with control number

2. Suppliers shall submit their valid and current eligibility requirements as follows:
- Mayor's/ Business Permit
 - Income/Business Tax Return
 - PhilGEPS Registration Certificate
 - Omnibus Sworn Statement
3. Quotations shall be submitted in person to Mr. Ferdinand C. Urmaza, BAC Secretariat, Philippine Ports Authority Port Management Office of Bicol, Engineering Services Division, Regional Government Center, Rawis, Legazpi City. Quotations/documents sent to any other division/s will not be considered. Quotations may also be submitted thru courier to the given address or thru email to pmobclbac@gmail.com in PDF format.
4. Quotations shall be addressed to:
- DENNIS M. POPATCO**
Chairperson, PMO Bicol-BAC
Philippine Ports Authority
Port Management Office of Bicol
Regional Government Center,
Rawis, Legazpi City
5. For further information, you may contact the BAC Secretariat at Telephone Number 0917-7100126.


DENNIS M. POPATCO
Chairperson, PMO Bicol-BAC

PORT MANAGEMENT OFFICE OF BICOL

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