




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 procurement of stationery with 45th PPA Anniversary Logo 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:

- a. Name of Project : **Procurement of Stationery with 45th PPA Anniversary Logo**
- b. Reference Number : **RFQ-2019-023**
- c. RFQ Date : **July 12, 2019**
- d. Approved Budget of th CONTRACT (ABC) : **Php 63,000.00**
- e. Deadline for Submission : **July 17, 2019**
- f. Delivery Term : **Within 30 days Upon Receipt of Approved Purchase Order**
- g. Item Description/Specification :

Item No.	Qty.	Unit	Item Description/Technical Specification
1	25	reams	A4 size stationery with 45th PPA Anniversary logo
2	9	reams	Long size stationery with 45th PPA Anniversary logo

2. Suppliers shall submit their valid and current eligibility requirements as follows:
- a. PhilGEPS Registration Certificate
 - b. DTI/SEC Registration
 - c. Mayor's Permit
 - d. Omnibus Sworn Statement
3. Quotations shall be submitted in person to Ms. Francis Ann N. Abainza, BAC Secretariat, Philippine Ports Authority Port Management Office of Bicol, Administrative Division, Regional Government Center, Rawis, Legazpi City. Quotations/documents sent to any other division/s, mail/courier or email will not be considered.
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 (052) 480-7087.


DENNIS M. POPATCO
Chairperson, PMO Bicol-BAC

PRICE QUOTATION FORM

Date: _____

DENNIS M. POPATCO
Chairperson, PMO Bicol-BAC
Philippine Ports Authority
Port Management Office of Bicol
Regional Government Center,
Rawis, Legazpi City

Dear Mr. Popatco,

After having carefully read and accepted the terms and conditions in the **Request for Quotation (RFQ)** for the procurement of the project, entitled: **Procurement of Stationery with 45th PPA Anniversary Logo**, we hereby submit our quotation corresponding to you requirements.

Item No.	Qty.	Unit	Item Description/Technical Specification	Unit Cost	Total Cost
1	25	reams	A4 size stationery with 45th PPA Anniversary Logo		
2	9	reams	Long size stationery with 45th PPA Anniversary Logo		
Total Amount (in Php)					

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

Very truly yours,

Name/Position/Signature of Authorized Representative

Company Name

Company Address

Contact Number

Email Address



PORT MANAGEMENT OFFICE OF BICOL

Regional Government Center, Rawis, Legazpi City, Bicol 4500 Philippines
Telefax No.: (052) 482-0303; (052) 482-0304; (052) 480-7087; (052) 4820309