Republic of the Philippines Department of Trade and Industry

CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2019-0209

REQUEST FOR QUOTATION (NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

PRINTING OF THE FOLLOWING:

Quantity	Description	Approved Budget
750 pcs	Brochure for Maison and Objet	PHP 100,000.00
500 pcs	Brochure for Premiere Classe	PHP 85,000.00

(Please see attached Request for Quotation form for more details)

Deadline of Submission of Bid : 20 August 2019, 5:00PM Opening of Bid : 22 August 2019, 2:00PM

The Notice of Award shall only be issued to the lowest calculated bidder who has complied with the following eligibility documents:

Eligibility Documents (1st Envelope)

- 1. Mayor's Permit for the current year or for individuals, BIR Certificate of Registration
- 2. Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)

PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

- 3. Notarized Omnibus Sworn Statement
- Notarized Special Power of Attorney, Notarized Secretary's Certificate or Board/Partnership Resolution for partnership, corporation, cooperative, or joint venture, whichever is applicable

Financial Bid (2nd Envelope)

 Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.

Kindly submit these documents to the BAC Secretariat, CITEM, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City on the above stated date and time.

A payment of non-refundable fee of Two Hundred Pesos (Php 200.00) may be paid at the CITEM Cashier Office for the bidding documents.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309 or e-mail at citembac@citem.com.ph.

ATTY. ANNA GRACE I. MARPURI Chairman, Bids and Awards Committee

CITEM BAC FR 009



RECIJEST FOR OUGTATION

200			Date:	15-Aug-1
ompany Na ddress;	me;		RFQ No:	2019-0209
ontact No.:				
entlemen:				
		reunder your lowest possible price(s) for the following article(s)/work(s) w		
is office. It	is reque	sted that the quotation be sealed, signed and stamped in an envelope and	submitted to CIT	EM BAC
chedule of	Openi	ng of Bids: 22 August 2019 Time: 02:00PM Venu	e: Meeting	Room 1
			13010	
VTITNAU	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
		PRINTING OF THE FOLLOWING:		
750 pc	pcs	Brochure for Maison and Objet 2019		
		Specifications:		
	6	a. Paper: White Matte Card Stock 120gsm		
		b. Size: 5.5 in x 8 in		
		c. Color: Full Color pages back to back		
		d. No. of pages: 15 leaves back to back		
		A STATE OF THE STA	1	
		Approved Budget: PHP 100,000.00		
		Date Needed: 30 August 2019		
		and the second of the second model of the second model of the second of		
500 p	pcs	Brochure for Premiere Classe		
		Specifications:		
		a. Paper: White Matte Card Stock 120gsm		
		b. Size: 5.5 in x 8 in		
		c. Color: Full Color pages back to back	1	
		d. No. of pages: 9 leaves back to back (18 pages)		
		with perforation		
		A SECTION AND ASSESSMENT		
		Approved Budget: PHP 85,000.00		
		Date Needed: 30 August 2019		
			1	
			1	
		NOTE : Deadline of Submission of Quotation is on 20 August 2019, 5:00PM		
			1	
erms and Cor	ndition:		-	
rms and Cor Delivery perk	State and the	working days upon acceptance of Purchase/Job Order.		
		usive of Value Added Tax. seed after receipt of invoice. Other terms of payment will be based on the Contract agreed b	v the Purchaser and Si	ipolier
		res or overwritings shall be valid only if they are signed or initialed by the bidder or his/her au		
Required doc	cuments,	if any, must be submitted within 3 Days after receipt of notice.		
		es the right to reject any or all bids offer and waive any defects therein and accept bid/s it m	ay consider	
vantageous to	the gove	riment	4	
			ATTY, ANNA GRA	
CITEM BY	s and A	vards Committee	BAC Chairma	n
Per your r	equest,	I/We have indicated the prices of the above mentioned article(s)/work(s) on the u we have read, understood and shall conform with the terms and conditions of this		nn above.
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	Date	Submitted Signature over printed name of the Author	orized Company Rep	presentative
		Designation:		