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-2019-0332

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, DELIVERY, INSTALLATION, DISMANTLING AND TWO-WAY HAULING OF CITEM CHRISTMAS PLAYLAND 2019 GRAPHICS

(Please see attached Request for Quotation (RFQ) Form for more details)

Approved Budget	:	PHP 67,000.00
Deadline of Submission of Eligibility Documents and Financial Bid	:	16 December 2019, 05:00PM
Opening of Bid	:	17 December 2019, 02:00PM

The Notice of Award shall only be issued to the lowest calculated bidder who has complied with the following documentary requirements below, enclosed on a sealed and properly labeled envelope:

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. Bids shall be valid for 120 calendar days from the date of the opening of bids.

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.

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. (02) 8-831-2201 local 309/294 or email at citembac@citem.com.ph.

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



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City Tel.: (632) 8-831-2201 local 309/218 E-mail: citembac@citem.com.ph

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DEPARTMENT OF
TRAM AND SOUTTED

REQUEST FOR QUOTATION

Schedule of Opening of Bids:	17 December 2019	Time:	2:00PM	Venue:	Meeting	Room 1
Schedule of Pre-Bid Conference:	N/A	Time:	N/A	Venue:	N/	Α
Please quote hereunder your low this office. It is requested that the quo	rest possible price(s) to tation be sealed, sign	for the following nea and stamped	article(s)/work(s) whi in an envelope and	ch are urgently ne submitted to CIII	eded by EM BAC.	
Contact No.: Gentlemen:		2				
Address:					_	
Company Name:					Date: RFQ No:	12-Dec- 2019-03
☐ Lease of Real Property and	Venue [Others:			Detail	42 Dec
☐ Shopping with ABC of Php 5	0,001 and above	Small Value I	Procurement with AB	C of Php 50,001 a	ind above	

QUANTITY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUN'
	+	PROJECT: CITEM CHRISTMAS PLAYLAND 2019		
	+	SUBJECT: CITEM CHRISTMAS PLAYLAND 2019 GRAPHICS		
	+-			
	+	ESTIMATED COST: PHP 67,000.00		
		PRINTING, DELIVERY, INSTALLATION, DISMANTLING, AND 2-WAY HAULING		
	II Esselle	I. Christmas Cane Entrance		
1	рс	1.18m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	1.00m x 2.00m Printable sticker on 3mm Sintraboard		
		II. Christmas Gift		
4	pcs	1.65m x 1.12m Printable sticker on 3mm Sintraboard		
	3 3 4 5	III. Christmas Soldier		(C - / 19)
3	pcs	0.47m x 2.40m Printable sticker on 3mm Sintraboard		
	Poo	CHIMA 2. (CHIMA CHIMA CH		
		IV. Christmas Tree		
1	рс	0.60m x 2.40m Printable sticker on 3mm Sintraboard		
	9 50000	V. Christmas Playland		
1	рс	1.35m x 0.92m Printable sticker on 3mm Sintraboard		
	1 00	1.56H x 0.52H 7 HINdalic Stokes on Shini Girli dabourd		
	PLET.	VI. Christmas House		
1	рс	1.74m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	2.10m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	1.25m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	1.70m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	2.02m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	1.02m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	2.85m x 2.40m Printable sticker on 3mm Sintraboard		
1	рс	2.55m x 2.40m Printable sticker on 3mm Sintraboard		
		VII. Christmas Playland Welcome Board		
1	рс	1.00m x 1.12m Printabe Sticker on 3mm Sintra Board		
		VIII. Christmas Train		
2	pcs	1.60m x 0.56m Printable sticker on 3mm Sintraboard		
	pc	1.50m x 0.56m Printable sticker on 3mm Sintraboard		
1	pc	0.25m x 0.65m Printable sticker on 3mm Sintraboard 0.83m x 0.55m Printable sticker on 3mm Sintraboard		
1	pc			
1	pc	0.44m x 0.44m Printable sticker on 3mm Sintraboard		
6	pcs	0.33m x 0.33m Printable sticker on 3mm Sintraboard		
1	pc	0.50m x 0.50m Printable sticker on 3mm Sintraboard		
1	pc	0.56m x 1.20m Printable sticker on 3mm Sintraboard 0.08m x 0.42m Printable sticker on 3mm Sintraboard		
2	pcs	U. UIII A U. 42III FIIIRADIO SUCKOI UII SIIIII SIIII ADUAIU		

Approved Budget: PHP 67,000.00 Deadline of Submission of Eligibility Documents and Financial Bid: 16 December 2019, 5:00PM Scope of Work and Timetable: 1.) The contractor shall Supply, Install, Dismantie and Haul the items listed above on the specified materials and specifications. 2.) The contractor shall supply, Install, Dismantie and Haul the items listed above on the specified materials and specifications. 2.) The contractor shall elieve to utiput. 3.) The contractor shall elieve the items properly and in good condition (without smudge, dirt, stain and the like) on or before (18 DECEMBER 2019) 5.) All above them's skare the property of CITEM after the event unless indicated as rental or otherwise. 6.) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of Terms and Condition: 1.) Delivery period: 2.) Bid pince must be inclusive of Value Added 1ax. 3.) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier. 4.) Any afterations, erasures or overwritings shall be valid only if they are signed or inhalled by the bidder or his/her authorized representative. 5.) Required documents, if any, must be submitted within 3 Days after receipt of notice. The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government. Date Submitted Signature over printed name of the Authorized Company Representative Designation: Date Submitted Signature over printed name of the Authorized Company Representative Designation:				
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.) The contractor shall provide proofs, swarches prior to final fabrication for approval unless waived by an EDD representative but to guarantee the best output. .) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) The contractor shall ensure the durability and quality of the items) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated date & time will call for deduction of 10% of .) Delay of delivery or installment on the indicated as rental or otherwise) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by the Purchaser and Supplier) Any afterations, erasures or overwritings shall be valid only if they are signed or inhaled by the bidder or his/her authorized representative) Required documents, if any, must be submitted within 3 Days after receipt of notice. The CITEM Bids and Awards Committee: Per your request, I/we have indicated the prices of the above mentioned article(s)/work(s) on the unit price/a		• • • • • • • • • • • • • • • • • • • •	nancial Bid:	
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	Per your request, I/we	have indicated the prices of the above mentioned article(s)/work(s		
Designation:	Date Submitt	ed Signature over printed name	of the Authorized Compa	ıny Representative
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Telephone no.(s)		Telephone no.(s)		