



REPUBLIC OF THE PHILIPPINES
Department of Budget and Management
Malacañang, Manila

ADMINISTRATIVE SERVICE

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "*Courier Service for the Distribution of the 2013 People's Budget Publications*", in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project : Courier Service for the Distribution of the 2013 People's Budget Publications
- Location : OSEC-PIU, DBM Building II, General Solano Street, San Miguel, Manila
- Specifications : Procurement of Courier Services for the Nationwide Distribution of the 5,500 copies of the 2013 People's Budget Publication
- Approved Budget for the Contract : Two Hundred Fifty Thousand Pesos (Php 250,000.00)
- Delivery Date : Seven (7) Working Days upon Receipt of Notice to Proceed

Interested suppliers are required to submit their valid and current Mayor's Permit and PhilGeps Registration Certificate, and price quotation (Annex "A").

Submission of quotation and eligibility documents is on or before 5:00p.m. of 07 June 2013 at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax nos. 735-4979 / 735-1957.

For inquiry, you may contact us at tel. nos. 735-4979 or 490-1000 locals 3114, 3115 & 3117.

Very truly yours,

ATTY. SOFIA C. YANTO
Director, Administrative Service

PRICE QUOTATION FORM

 Date

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Rates			
		NCR	PROVINCIAL		
			Luzon	Visayas	Mindanao
Nationwide distribution of 5,500 copies of the 2013 People's Budget	Pouch/Parcel/Documents @ 214 grams/copy				
	TOTAL PRICE				
	Other requirements:	STATEMENT OF COMPLIANCE (please check)			
	1. Door-to-Door pick-up at DBM				
	2. Maximum of two (2) delivery attempts on the same address				
	3. Progressive reporting/tracking starting on Day 3 from the pick-up date				

 (Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

 Name of Company

