



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

## **REQUEST FOR QUOTATION**

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *"Printing of Budget and Management Bulletin for CY 2015"*, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project : Printing of Budget and Management Bulletin for CY 2015
- Approved Budget for the Contract : One Hundred Thousand Pesos (P100,000.00)
- Specifications : See the attached Annex "A" for specifications
- Location : DBM Building I, Gen. Solano St., San Miguel, Manila
- Delivery Date : Quarterly

Interested suppliers are required to submit their valid and current Mayor's Permit, PhilGEPS Registration Certificate, price quotation form (Annex "A") and Schedule of Requirements (Annex "B").

Submission of quotation and eligibility documents is on or before 3:00p.m. of March 30, 2015 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	Specifications		Quarterly Qty	Annual Qty	Unit Cost	Total Cost
<ul style="list-style-type: none"> <li>• <b>Printing of Budget and Management Bulletin for CY 2015</b></li> </ul>	Cover:	Self cover	2,000	8,000*		
Color:	4 colors					
Paper:	Matte coated 70 gsm					
Trim Size:	8.25 x 11.75 inches					
No. of Pages:	12pp.					

\*Actual quantity may increase/decrease during actual implementation upon the notification of the DBM-Training and Information Service (TIS).

(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

\_\_\_\_\_  
Contact No.

**Annex "B"**

**SCHEDULE OF REQUIREMENTS**

Bidders must state "Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Requirement." Please do not just place check in the bidder's "Statement of Compliance."

<b>Description</b>	<b>Quantity</b>	<b>Delivery Schedule</b>	<b>Statement of Compliance</b>
• <b>Printing of Budget and Management Bulletin for CY 2015</b>	2,000 copies per quarter	Within 3 working days from receipt of camera ready materials from DBM-Training and Information Service	

**I hereby certify to comply and deliver all the above Schedule of Requirements.**

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name  
Of Representative

\_\_\_\_\_  
Date