



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 and Delivery of Display Materials" for FY 2019, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184 and DBM Circular Letter no. 2018-8¹.

Name of Project : Printing and Delivery of Display Materials

Approved Budget for the Contract (ABC) : Twenty-Six Thousand Pesos (Php26, 000.00)

Specifications : See the attached Annex "A" for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : On or before April 1, 2019

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

In addition, award of the contract may be issued on January 2019 or until the FY 2019 General Appropriations Act has been enacted.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 3:00 p.m. of **October 29, 2018** 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 no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


THEA MARIE CORINNE F. PALARCA *mb*
OIC-Director, Administrative Service

¹ Guidelines on the Conduct of Early Procurement for the Fiscal Year (FY) 2019 National Expenditure Program (NEP).

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	Quantity	Unit Price	Total Price
Printing and Delivery of Display Materials	1. Roll- Up Banner <ul style="list-style-type: none"> • Size: 2.5ft. X 6ft. • Printing: Matte lamination, Full Colored Printing • Design to be provided by end-user 	15		
	2. Sintra Boards <ul style="list-style-type: none"> • 1.5mm (20x14 in.) • Matte Lamination • Full colored printing • Design to be provided by end-user 	30		

(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.