

Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Regional Office VII
Sudlon, Lahug Cebu City


REQUEST FOR PRICE QUOTATION

Company: _____
Address: _____
Contact Number: _____

Gentlemen:
Please quote your lowest price on the items listed below.

ITEM NO.	QTY	UNIT	ARTICLES & DESCRIPTIONS	UNIT PRICE	TOTAL AMOUNT
	1	lot	<p>Messengerial/Courier Services for FY 2025</p> <p>1.) Type of Packages: Short/long white mailing envelope (min. 700 mails) Short/Long brown envelope (min. 170 mails) Expandable Long Brown Envelope / Books (min. of 90 mails) Boxes (min. 40 mails)</p> <p>2.) Delivery Commitment: a. Manila (DBM Central Office, Manila) - next business day b. Cebu Clients from Cebu City to Carcar City (South), Toledo City (West Coast), Danao City (North), Mandaue City, Lapu-Lapu City and Cordova - next business day c. Bohol Clients within Tagbilaran City - next business day d. Cebu, Bohol (not mentioned above), Negros Oriental and Siquijor - within 2-3 working days e. All other clients outside of the City and Town Proper - within 4-5 working days</p> <p>3.) Service provider shall submit its monthly billing for the actual number of mails delivered supported with the list of such documents.</p> <p>4.) Must pick-up mails at DBM ROVII (Monday to Friday at 4pm)</p> <p>5.) Shall timely provide list of tracking numbers for every mails delivered. Estimated Number of mails: 1,000</p> <p>Approved Budget of the Contract: P 159,000.00</p> <p>Note: 1. Including delivery of the item/s 2. Should accept check/ADA as payment 3. We do not allow advance payment / down payment. Delivery first before payment.</p> <p>Please submit the following upon Post-Qualification: 1.) 2025 Business Permit or 2024 Business Permit with OR for 2025 renewal, whichever is applicable 2.) PhilGEPS Registration Number 3.) Omnibus Sworn Statement per attached format, for above P50,000.00</p>		

Early reply on this will be appreciated.
Canvassed by:

 Digitally signed
by Narciso T.
Ardina
NARCISO T. ARDINA
Supply Officer
nardina@dbm.gov.ph/09981769628

 Digitally signed
by Carlo C.
Maraath
CARLO C. MARAATH
BAC Chairperson

Date
DEPARTMENT OF BUDGET AND MANAGEMENT
Regional Office VII
Sudlon, Lahug Cebu City

Gentlemen:
Our price quotation for the above items are indicated opposite each.

Dealer/Agent