Professional Regulation Commission

REQUEST FOR QUOTATION

RFQ #: 2023-021

Date: August 7, 2023

_____

_____

_____

SIR / MADAM:

The Professional Regulation Commission, through its Bids and Awards Committee, intends to procure the items listed and described hereunder, in accordance with Section 52 (Shopping) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best proposal/offer duly signed by you or your duly authorized representative in any or all lots described herein not later than August 15, 2023 at 3:00pm. Submit your quotation to the BAC office, 4th floor PRC Annex Building or through the BAC email address at bac@prc.gov.ph or facsimile No. 5310-0037. **Quotations exceeding the Approved Budget for the contract shall be rejected.**

The following documents are also required to be submitted along with your quotation/proposal on the specified deadline above.

1. Photocopy of Valid Business Permit
2. Proof of Philgeps Registration

Very truly yours,

MARIA LIZA M. HERNANDEZ
Vice-Chairperson, Bids and Awards Committee

ITEM (with Specification)	QUANTITY	Approved Budget for the Contract (ABC)	Offered Price per Unit	Total Offered Quotation (Quantity x Unit Price)
1 LOT :				**In words (Total ABC):**
• **Note Pad, stick on, 2"x3"** size: 50mm x 76mm	329 pad	₱10,363.50		
• **Folder, L-Type, plastic, A4** 50pcs per pack	50 packs	11,958.00		
• **Folder, L-Type, plastic, legal** 50pcs per pack	58 packs	15,892.00		
• **Folder, with Tab, A4,** tagboard, 100pcs per pack	40 packs	20,280.80		**In figures (Total ABC):**
• **Folder, with Tab, legal,** tagboard, 100pcs per pack	60 packs	29,119.80		
		Total ABC: **₱87,613.30**		**(Inclusive of VAT and other taxes)**
Delivery Period: Within Thirty (30) calendar days from receipt of Purchase Order (PO).				

_____
Signature Over Printed Name

_____
Position / Designation

_____
Telephone/ Fax No/E-mail Address

NOTE: MODE OF PAYMENT: BANK TO BANK (OTHER THAN LANDBANK ACCOUNT, BANK CHARGES SHALL BE PAID BY THE SUPPLIER)

By: ASEugenio