



Professional Regulation Commission

REQUEST FOR QUOTATION

RFQ #: 2023-022

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):
• Data File Box With closed ends, assorted colors Material: chipboard, 3mm thick Outside Dimension: width (min): 125mm height (min): 230mm length (min): 400mm	41 pcs	₱6,088.50		_____
• Magazine File Box Material: chipboard, 3mm thick Assorted Colors Outside Dimension: width (min): 110mm height (min): 265mm length (min): 220mm	108 pcs	19,818.00		_____
• Looseleaf Cover, legal 50sets per bundle Material: chipboard Thickness: 1.5mm (min) With pre-punched holes for fastener Dimension: width (min): 216mm length (min): 355mm	38 bundle	85,943.08		_____
		Total ABC: ₱111,849.58		(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