Professional Regulation Commission

REQUEST FOR QUOTATION

RFQ #: __2023-012__

Date: __July 10, 2023__

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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 ___July 26, 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,

ERWIN M. ENAD
Commissioner
Chairman, 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)
LOT 1: • **Paper, Multi-copy, legal** weight: 80gsm size: 216mm x 330mm	800 reams	Php193,288.00		**In words (Total ABC):** _____ _____ _____ _____
• **Paper, Multi-purpose, legal** weight: 70gsm size: 216mm x 330mm	608 reams	127,680.00		
• **Paper, Multi-purpose, A4** weight: 70gsm size: 210mm x 297mm	287 reams	53,786.67		**In figures (Total ABC):** _____ _____ _____ _____ _____
		Total ABC: ₱374,754.67		
				(Inclusive of VAT and other taxes)

Delivery Period: 1st Delivery: **800 reams Multi-copy, legal**
Within Thirty (30) calendar days from receipt of Purchase Order.
2nd Delivery: **608 reams Multi-purpose, legal & 287 reams Multi-purpose, A4**
Within Thirty (30) calendar days from the completion of 1st delivery.

_____
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