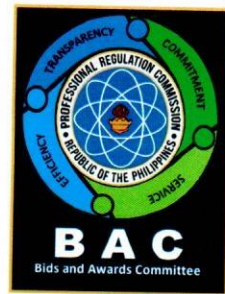




Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

P. Paredes St., Sampaloc, Metro Manila
Email: bac@prc.gov.ph



REGULAR MEMBERS:


ERWIN M. ENAD
Chairman


MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member


HENRIETTA P. NARVAEZ
Member


WILMA T. UNANA
Member

ALTERNATE MEMBERS:

JANE R. SEVESES
Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

MARIDEL G. BANASIG
Member

TEODORO V. MENDOZA II
Member


CRISANTO L. DECENA
Provisional Member, Non-IT Projects

REGIE O. TORRES
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

LIEZEL F. BURAGA
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

JOEL P. IGNACIO
Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

REQUEST FOR QUOTATION
RFQ No. 2022 - 119

Date:

Contact Person:

Name of Company:

Contact details:

PHILGEPS Registration Number (required):

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, with address at P. Paredes St., Sampaloc, Manila, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement under Section 53.9 – Small Value Procurement of the 2016 Revised IRR of R.A. No. 9184 for the project:

PROCUREMENT OF 2023 PRC CALENDAR

Bidders who are legally, technically, and financially capable may submit their accomplished open quotation/proposal personally, by mail/courier, through facsimile No. (02) 5-310-0037, or via email at bac@prc.gov.ph using the "PRC Official Forms" provided herein duly signed by the owner or his duly authorized representative **not later than 14 December 2022, at 8:00 AM**. Evaluation of quotation/proposal will be on **14 December 2022, at 8:30 AM** at the BAC Office, 4th Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila. Bidder/s or its duly authorized representative/s who wish to attend the evaluation of bids must submit a letter of intent to the BAC through the BAC Secretariat to be given a link for the meeting.

In addition to the quotation/proposal, copies of the following eligibility requirements (or its equivalent/ or if applicable) are required to be submitted:

1. Valid Mayor's / Business Permit
(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment)
2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return
(for ABCs above P500,000.00)
4. Omnibus Sworn Statement
(Unnotarized Omnibus Sworn Statement may be accepted in compliance with the GPPB Resolution No. 09-2020, dated 7 May 2020, subject to compliance therewith after award of contract but before payment.)
5. Duly notarized Secretary's Certificate with a copy of valid government issued ID of the Corporate Secretary *(for partnership, corporation, cooperative, or joint venture)* / Special Power of Attorney as representative *(if sole proprietorship)*.



Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

P. Paredes St., Sampaloc, Metro Manila
Email: bac@prc.gov.ph



REGULAR MEMBERS:

ERWIN M. ENAD
Chairman

MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member

HENRIETTA P. NARVAEZ
Member

WILMA T. UNANA
Member

ALTERNATE MEMBERS:

JANE R. SEVESES
Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

MARIDEL G. BANASIG
Member

TEODORO V. MENDOZA II
Member

PROVISIONAL MEMBERS:

CRISANTO L. DECENA
Provisional Member, Non-IT Projects

REGIE O. TORRES
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

LIEZEL F. BURAGA
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

JOEL P. IGNACIO
Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

- ❖ For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)
- ❖ For procurement requiring Mayor's Permit and PhilGEPS Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents.

PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

PRC reserves the right to accept or reject any or all quotations, and to impose additional terms and conditions as it may deem proper.

We are furnishing you herewith a copy of the posted Request for Quotation with Annexes "A-B" for your reference.

For inquiries, you may call the BAC Secretariat at facsimile No. (02) 5-310-0037 or email at bac@prc.gov.ph.

Thank you.

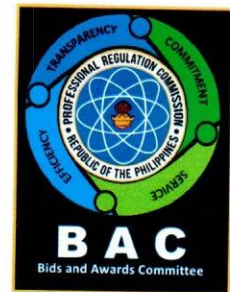
Very truly yours,

ERWIN M. ENAD
Commissioner
BAC Chairman



Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

P. Paredes St., Sampaloc, Metro Manila
Email: bac@prc.gov.ph



ANNEX "A"

REGULAR MEMBERS:


ERWIN M. ENAD
Chairman


MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member


HENRIETTA P. NARVAEZ
Member


WILMA T. UNANA
Member

ALTERNATE MEMBERS:


JANE R. SEVESES
Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

MARIDEL G. BANASIG
Member

TEODORO V. MENDOZA II
Member

PROVISIONAL MEMBERS:


CRISANTO L. DECENA
Provisional Member, Non-IT Projects

REGIE O. TORRES
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

LIEZEL F. BURAGA
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

JOEL P. IGNACIO
Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

❖ **TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex "A" & "B")**.
3. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
4. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
6. Lowest Calculated Bidder **may be subjected to Post Qualification Conference** whenever necessary.
7. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
8. Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
9. Payment shall be made within 15-30 days upon receipt of the Statement of Account/Billing Statement, on a bank-to-bank basis.

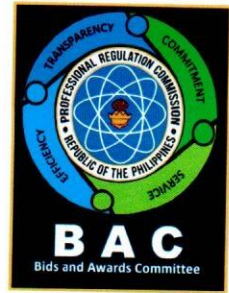
❖ **TERMS OF REFERENCE**

Name of Project :	PROCUREMENT OF 2023 PRC CALENDAR
Approved Budget for the Contract :	The supplier shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of Two Hundred Twenty-Four Thousand Four Hundred Sixty-Seven Pesos (Php224,467.00) inclusive of all applicable bank and government charges.
Location :	Professional Regulation Commission P. Paredes St., Sampaloc, Manila



Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

P. Paredes St., Sampaloc, Metro Manila
Email: bac@prc.gov.ph



REGULAR MEMBERS:

ERWIN M. ENAD
Chairman

MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member

HENRIETTA P. NARVAEZ
Member

WILMA T. UNANA
Member

ALTERNATE MEMBERS:

JANE R. SEVESES
Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

MARIDEL G. BANASIG
Member

TEODORO V. MENDOZA II
Member

PROVISIONAL MEMBERS:

CRISANTO L. DECENA
Provisional Member, Non-IT Projects

REGIE O. TORRES
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

LIEZEL F. BURAGA
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

JOEL P. IGNACIO
Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

PROCUREMENT OF 2023 PRC CALENDAR		
ITEMS	QTY	Technical Specifications and Schedule of Requirement
2023 PRC Calendar	1,830 pieces	<ul style="list-style-type: none"> ➤ Quantity: 1,830 pieces ➤ Size: 13" x 17" ➤ Quality: Offset Machine ➤ No. of Pages: 14 Pages – one side printing ➤ Paper Cover: Coated both sides #220gsm ➤ Paper Inside: Coated both sides #80lbs ➤ Ink: Full color ➤ Bindery: Wired/Spring
		<ul style="list-style-type: none"> ➤ The service provider must previously have the same transaction with any government agency; ➤ The service provider shall only use the design and lay-out provided by the end-user. The first printed calendar shall be presented to the end-user for approval prior to mass production.
<p>DELIVERY PERIOD: Within thirty (30) Calendar Days from the Receipt of Contract</p> <p>Upon receipt of approved contract, End-User will coordinate immediately with the winning bidder for the approval of sample calendar.</p>		

ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF REFERENCE FOR PROCUREMENT OF 2023 PRC CALENDAR

SIGNATURE OVER PRINTED NAME OF AUTHORIZED REPRESENTATIVE

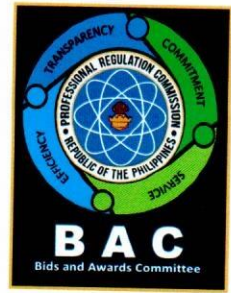
DESIGNATION: _____

NAME OF COMPANY: _____



Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

P. Paredes St., Sampaloc, Metro Manila
Email: bac@prc.gov.ph



ANNEX "B"

REGULAR MEMBERS:


ERWIN M. ENAD
Chairman


MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member


HENRIETTA P. NARVAEZ
Member


WILMA T. UNANA
Member

ALTERNATE MEMBERS:


JANE R. SEVESES
Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

MARIDEL G. BANASIG
Member

TEODORO V. MENDOZA II
Member

PROVISIONAL MEMBERS:


CRISANTO L. DECENA
Provisional Member, Non-IT Projects

REGIE O. TORRES
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

LIEZEL F. BURAGA
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

JOEL P. IGNACIO
Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

PRICE QUOTATION SHEET
FINANCIAL BID

Having read, examined and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

PROCUREMENT OF 2023 PRC CALENDAR

Total Bid Price for the Project:

In Figures: _____

In Words: _____

***THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT AND PRICE PER ITEM, INCLUSIVE OF VAT AND ALL TAXES AND BANK CHARGES.**

Bidder's authorized signature over printed name

Designation:

Name of Company:

Address:

Contact No: