

## REQUEST FOR QUOTATION

RFQ21- 192

RIV / SR No. : S21-205  
 Date: 07/05/2021

**GENTLEMEN:**

**THIS IS A REQUEST FOR QUOTATION ON GOODS/SERVICES ENUMERATED HEREUNDER, IF YOU ARE INTERESTED AND IN A POSITION TO FURNISH THE SAME, PLEASE SUBMIT SEALED PROPOSALS ON OR BEFORE JULY 20, 2021, 4:00 P.M. THE RIV / SR NO., AS INDICATED ABOVE, SHOULD BE WRITTEN CLEARLY ON THE RIGHT FACE OF THE ENVELOPE AND ADDRESSED TO THE BIDS AND AWARDS COMMITTEE, LAGUNA LAKE DEVELOPMENT AUTHORITY, NATIONAL ECOLOGY CENTER, EAST AVENUE, DILIMAN, QUEZON CITY.**

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
	1,000	pieces	<b>LAYOUT, PRINTING, AND DELIVERY OF LLDA Briefing Packet/Folder (IEC Folder WRITTEN IN ENGLISH)</b>	
			<b>Specifications:</b>	
			Size: 12 x 9 inches (folded/actual size)	
			12 x 27 inches (spread size)	
			Paper Stock: C2S #220 lbs	
			Process: offset printing	
			Color/s: Full color: both sides	
			Finish with MATTE lamination (front and back)	
			Other/s: two folds, three panels	
			two sides printing	
			with design and layout, typesetting	
			with pocket, with die-cutting & gluing	
			with digital presentation before printing	
			with soft copy of the final layout (.psd, .pdf, .ai file formats)	

**PRICES IN THE ABOVE OFFER ARE CERTIFIED CORRECT:**

SIGNATURE ABOVE PRINTED NAME OF THE CANVASSER

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

\_\_\_\_\_  
 NAME OF FIRM

\_\_\_\_\_  
 TELEPHONE NUMBER(S)

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 TAX IDENTIFICATION NUMBER (TIN)

### IMPORTANT

1. Prices should be written in ink or typewritten. When offering substitutes or equivalent, please specify the brand.
2. Submit your quotations in a sealed envelope. The RIV / SR no, as indicated above, should be clearly indicated in the uppermost right face of the envelope and addressed to the address given above.
3. Erasures should be initialed by the person who made the proposal.
4. Quoted prices should be VAT inclusive unless otherwise indicated.

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			You may submit your quotation electronically through	
			ldaproc@gmail.com	
			However, original copy of the quotation and OSS	
			must be submitted once awarded	
			The following documents must be included in the	
			submission of sealed price quotation.	
			1. Mayor's/Business Permit	
			2. PhilGEPS Registration	
			3. Omnibus Sworn Statement (OSS)	
			Terms of Payment:	
			Delivery:	

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