



Republika ng Pilipinas
Republic of the Philippines
Kagawaran ng Tanggulang Pambansa
Department of National Defense

Request For Quotation

02 December 2016


Gentlemen:

For a negotiated procurement under Section 53.9 (Small Value Procurement) of the Revised IRR of RA 9184, please quote your lowest price on the lot item listed below, subject to the General and Specific Conditions as required. Submit a sealed quotation duly signed by your authorized representative to the Negotiation Team at the Office of the Assistant Secretary for Financial Management (OASFM) Conference Room, Camp General Emilio Aguinaldo, Quezon City not later than 02:00PM on 08 December 2016 (Thursday).

Lot No.	Nomenclature	QTY	UM	ABC (In Peso)
1	Procurement of 4th Quarter Mementos for IDSE-Related Activities			381,000.00
	Philippine Coffee Gift Set A <i>* See attached quotation form for Technical Specifications</i>	170	sets	
	Philippine Coffee Gift Set B <i>* See attached quotation form for Technical Specifications</i>	120	sets	
	Philippine Coffee Gift Set C <i>* See attached quotation form for Technical Specifications</i>	50	sets	
GRAND TOTAL ...				Php381,000.00

General Conditions:

1. All entries must be legibly written.
2. Mementos must be delivered within ten (10) working days upon receipt of the Purchase Order.
3. Price validity shall be for a period not less than sixty (60) calendar days from quotation.
4. Proponent must submit, together with its Quotation or within three (3) days following the submission of its Quotation, photocopies of its SEC/DTI Business Name Registration and Current Mayor's Permit, PhilGEPS Registration, latest Income and Business Tax Returns, and a duly accomplished Omnibus Sworn Statement.


DIR. DINNA ANNA LEE L. CARTUJANO
Member, DND Proper BAC/
Head, Negotiation Team for Goods

SUPPLIER'S QUOTATION

Lot No.	Nomenclature	QTY	UM	Unit Price	TOTAL COST
1	Procurement of 4th Quarter Mementos for IDSE-Related Activities				
	Philippine Coffee Gift Set A <i>* Technical Specifications</i> <ul style="list-style-type: none"> ➤ Packaging and Material of Basket/Bag: Sinamay or Banig ➤ Color Reference of Basket/Bag: Red, Green, Gold ➤ Logo Print Options for ceramic mug: Baked process ➤ Features: 1 ceramic customized mug with cover, 1 Big Pouch of Ground Coffee in Luxury Coffee Bag (35 pcs coffee bags in a pouch); Ground Coffee - Robusta from Sultan Kudarat, Arabica from Sagada or Baraco from Batangas, 1 can Malagos Premium Unsweetened Chocolate ➤ Packaging: Sinamay Bag or Banig Basket with 1.5" Satin Ribbon with red and gold Cherry Christmas Accessories ➤ Logo/Design will be provided by Protocol Office 	170	sets		
	Philippine Coffee Gift Set B <i>* Technical Specifications</i> <ul style="list-style-type: none"> ➤ Packaging and Material of Basket/Bag: Sinamay or Banig ➤ Color Reference of Basket/Bag: Red, Green, Gold ➤ Logo Print Options for ceramic mug: Baked process ➤ Features: 1 ceramic customized mug with cover, 1 Box of Ground Coffee in Luxury Coffee Bag (15 pcs Coffee Bags in a box), Ground Coffee - Robusta from Sultan Kudarat, Arabica from Sagada or Baraco from Batangas, 1 pack Malagos Premium Unsweetened Chocolate ➤ Packaging: Sinamay Bag or Banig Basket with 1.5" Satin Ribbon with red and gold Cherry Christmas Accessories ➤ Logo/Design will be provided by Protocol Office 	120	sets		
	Philippine Coffee Gift Set C <i>* Technical Specifications</i> <ul style="list-style-type: none"> ➤ Packaging and Material of Basket/Bag: Sinamay or Banig ➤ Color Reference of Basket/Bag: Red, Green, Gold ➤ Logo Print Options for ceramic mug: Baked process ➤ Features: 1 ceramic mug with cover, 1 Box of Ground Coffee in Luxury Coffee Bag (15 pcs Coffee Bags in a box), Ground Coffee - Robusta from Sultan Kudarat, Arabica from Sagada or 	50	sets		

	Baraco from Batangas ➤ Packaging: Sinamay Bag or Banig Basket with 1.5" Satin Ribbon with red and gold Cherry Christmas Accessories ➤ Logo/Design will be provided by Protocol Office				
GRAND TOTAL					

DELIVERY PERIOD : _____ working days
PRICE VALIDITY : _____ calendar days

After having carefully read, understood and accepted the General Conditions, I/We quote on the item(s) at prices as above-indicated.

_____ *Printed Name/Signature*

_____ *Business Address*

_____ *Telephone No./Mobile No./E-Mail Address*

_____ *Date*