Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

	RFQ No.	2024-029 NP-SVP
	Date:	February 27, 2024
Company Name :	PR No./End-User:	2024-02-0181/PAIO-PMRD
Address : Tel No. & Fax No. : Mobile No : PhilGEPS Reg. No. TIN No.		

ITEN						REMARKS/BIDDERS SPECIFICATIONS		
NO.	ITEM & DESCRIPTION	QTY	UNIT	YES	NO	If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin.	UNIT PRICE	TOTAL PRICE
	Printing of 2023 CSC Memorandum Circulars with Index of MCs (1988-2023)	600	copies					
	Size: 8.26 x 5.82 inches (folded)							
	8.26 x 11.70 inches (spread)							
	Color: Cover and back cover - full color							
	Inside pages - one (1) color							
	Stock: Cover: C2S #140 with full spot UV lamination							
	Inside: Bookpaper #70							
	Printing: Offset printing							
	No. of pages: 236							
	Binding: Perfect							
	PRINTER/BIDDER REQUIREMENTS:							
	Proof should be submitted one (1) government working day after submission of materials				_			
	Second proof should be submitted one (1) government working day after submission of materials							
	page 1 of 2							

PEARLIE ANN S. RAMOS
Procurement Officer
931-7935; 931-7939; 931-8092 Loc. 508

Printed Name/Signature
Authorized Representative of the Service Provider

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	Delivery should be made within ten (10) working days after approval of final proof								
	Should be able to work with Adobe Creative Cloud								
	5. Do not bid if unable to meet the specifications and deadlines								
	Bidder should not have been penalized for two (2) weeks or more delays in the delivery								
	7. All materials provided to the bidder/printer are property of the Civil Service Commission and should not be reproduced or reprinted without written consent.								
	Approved Budget for the Contract (ABC): Php 145,200.00								
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	page 2 of 2								
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