

## Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

## REQUEST FOR QUOTATION

RFQ No. 2024-029 NP-SVP  
 Date: February 27, 2024  
 PR No./End-User: 2024-02-0181/PAIO-PMRD

Company Name : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Tel No. & Fax No. : \_\_\_\_\_  
 Mobile No. : \_\_\_\_\_  
 PhilGEPS Reg. No. \_\_\_\_\_  
 TIN No. \_\_\_\_\_

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

  
**PEARLIE ANN S. RAMOS**  
 Procurement Officer

931-7935; 931-7939; 931-8092 Loc. 508

\_\_\_\_\_  
 Printed Name/Signature  
 Authorized Representative of the Service Provider

