

Civil Service Commission
 Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,
REQUEST FOR QUOTATION

RFQ No.	<u>2024-308 NP SVP</u>
Date:	<u>October 29, 2024</u>
PR No./End-User:	<u>2024-10-1616 / PAIO</u>

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 <small>If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin.</small>	UNIT PRICE	TOTAL PRICE
	PRINTING OF FAR FROM THE ORDINARY PHOTOBOOK	300	copies					
	Size: 6" x 9" (folded); 12" x 9" (spread)							
	Stock: C2S 80							
	Cover: Chipboard #20 covered with matte, #100 with spot UV lam							
	Color: Full color (ensure high standards of color process reproduction)							
	Printing: 300 dpi high quality printing (preserve the high resolution of photos to be provided by CSC, should have no pixelation, dark undertones, or low quality printing)							
	Binding: Smyth sewn							
	Process: Offset							
	No. of pages: 250							
	Envelopes with die cut:							
	Stock: C2S 100							
	Color: Greyscale of book cover							
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PEARLIE ANN S. RAMOS
 Procurement Officer
 931-7935; 931-7939; 931-8092 Loc. 508

Printed Name/Signature
 Authorized Representative of the Service Provider
Annex A

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

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	Die cut: 2 inches (flap)							
	Size: 7" x 10" (the book should fit inside the envelope)							
	Proofing (book and envelope):							
	One (1) printed proof using actual materials and colors (this should be included in the proposed budget/quotation/bid)							
	Requirements for bidders:							
	1. For the winning bidder and before printing/production of the materials, it should coordinate first with the end-user (PAIO) for its guidance to achieve quality-printed materials;							
	2. Proof should be delivered to the CSC within two (2) working days from receipt of the material;							
	3. Delivery period: Copies should be delivered within twenty (20) working days from the approval of proof; and							
	4. Only bidders that can comply with all the requirements specified herein should submit bids							
	Approved Budget for the Contract (ABC): Php140,000.00							
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