

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

RFQ No. 2023-032- NP-SVP
 Date: March 7, 2023
 PR No./End-User: 2023-02-0243/ PAIO

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
	PRINTING OF 2023 HAP SOUVENIR PROGRAM (FOLDER WITH BOOKLET)	400	copies					
	Size:							
	Folder: 7.5" x 10" (folder)							
	15" x 10" (spread)							
	(with die cut pocket 3.5 x 7)							
	Booklet: 5.8" x 8.3" (folder)							
	11.6" x 8.3" (spread)							
	Color: Full color							
	No. of pages on booklet: 40 pages excluding cover							
	Binding: Saddle stitch							
	NOTES:							
	1. Proof should be delivered one (1) working day after submission of digital file to printer							
	2. Delivery should be five (5) Government Working Days after approval of the final proof							
	3. Printers should ensure compatibility with adobe CSS files							
	Approved Budget for the Contract (ABC): Php 65,000.00							
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X							


PEARLIE ANN S. RAMOS
 Procurement Officer

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

 Printed Name/Signature
 Authorized Representative of the Service Provider