



**REQUEST FOR QUOTATION**  
**No. RFQ2024-563**

Date: August 7, 2024

Gentlemen:

Please quote at your **government price/s, taxes included**, and such terms and conditions that you may counter-propose for articles and/or services enumerated below. You may submit your quotation duly signed by your representative not later than **August 13, 2024 at 9:00 am** in a sealed envelope. Sealed proposals/quotations should be submitted in duplicate copies using this Official Request for Quotation Form. In case of late submission and unresponsive quotations, the Institute reserves the right to reject any or all bids/offers/quotations.

Very truly yours,

Sgd

**VIANNEY T. OJERIO**  
BAC Chairperson

<b>PR Number:</b>	<b>2024-07-399 &amp; 2024-07-401</b>	<b>ABC:</b>	<b>₱ 180,000.00 (Lot 1)</b> <b>₱ 150,000.00 (Lot 2)</b>
<b>Purpose of Request:</b>	1) <b>For dissemination to ATI personnel, clients and stakeholders for used in the training implementation and to campaign the CFIDP programs and services;</b> 2) <b>In Support to RCEF Seed Program</b>		
<b>Date of Delivery:</b>	Within <b>15 days</b> upon receipt of Purchase Order	<b>Location:</b>	Banga, Aklan
<b>Details of Procurement:</b>	<b>Reproduction &amp; Binding Services</b>	<b>Mode of Procurement:</b>	NP-53.9 - Small Value Procurement

**Schedule of Prices:**

Lot #	Particulars	Qty	Unit of measure	Unit Cost	Total Cost
<b>1</b>	<b>CFIDP Facilitator's Guide Handbook</b> Materials: cover-cas #160lbs inside; Page: Book# 70 lbs; Size: A4 Print output: full color Binding: Softbound	<b>120</b>	<b>pcs</b>	₱	₱
	<b>Sub-total</b>				
<b>2</b>	<b>Booklet Printing (IEC Material)</b> <b>San Remigio, Antique (MOET Primer for Farmer)</b> <b>Specifications:</b> <ul style="list-style-type: none"> <li>➤ Size: 14.8cm x 21cm (A5)</li> <li>➤ No. of pages (including cover): Depends on location (40 pages)</li> <li>➤ Paperstock: Cover: FC #12 Inside: CS2 #80</li> <li>➤ Colors: 4 colors (cover/inside pages)</li> <li>➤ Process: Offset</li> <li>➤ Lamination: plastic</li> <li>➤ Binding: Saddle Stitch</li> </ul>	<b>125</b>	<b>copies</b>		
	<b>Booklet Printing (IEC Material)</b> <b>Sibalom, Antique (MOET Primer for Farmer)</b> <b>Specifications:</b> <ul style="list-style-type: none"> <li>➤ Size: 14.8cm x 21cm (A5)</li> <li>➤ No. of pages (including cover): Depends on location (40 pages)</li> <li>➤ Paperstock: Cover: FC #12 Inside: CS2 #80</li> <li>➤ Colors: 4 colors (cover/inside pages)</li> <li>➤ Process: Offset</li> <li>➤ Lamination: plastic</li> </ul>	<b>125</b>	<b>copies</b>		



	➤ Binding: Saddle Stitch				
	<b>Booklet Printing (IEC Material)</b> <b>Tibiao, Antique (MOET Primer for Farmer)</b> <b>Specifications:</b> <ul style="list-style-type: none"> <li>➤ Size: 14.8cm x 21cm (A5)</li> <li>➤ No. of pages (including cover): Depends on location (40 pages)</li> <li>➤ Paperstock: Cover: FC #12 Inside: CS2 #80</li> <li>➤ Colors: 4 colors (cover/inside pages)</li> <li>➤ Process: Offset</li> <li>➤ Lamination: plastic</li> <li>➤ Binding: Saddle Stitch</li> </ul>	<b>125</b>	<b>copies</b>		
	<b>Booklet Printing (IEC Material)</b> <b>Valderrama, Antique (MOET Primer for Farmer)</b> <b>Specifications:</b> <ul style="list-style-type: none"> <li>➤ Size: 14.8cm x 21cm (A5)</li> <li>➤ No. of pages (including cover): Depends on location (36 pages)</li> <li>➤ Paperstock: Cover: FC #12 Inside: CS2 #80</li> <li>➤ Colors: 4 colors (cover/inside pages)</li> <li>➤ Process: Offset</li> <li>➤ Lamination: plastic</li> <li>➤ Binding: Saddle Stitch</li> </ul>	<b>125</b>	<b>copies</b>		
	<b>Sub-total</b>				
<b>Total Cost</b>					<b>₱</b>
<b>Eligibility documents for submission:</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Mayor's/Business Permit</li> <li><input checked="" type="checkbox"/> BIR Certificate of Registration</li> <li><input checked="" type="checkbox"/> PhilGEPs Registration Number/Red Membership</li> <li><input checked="" type="checkbox"/> Notarized Omnibus Sworn Statement</li> <li><input type="checkbox"/> Income Tax Return</li> <li><input type="checkbox"/> Professional License/Curriculum Vitae (<i>Consultation Services</i>)</li> <li><input type="checkbox"/> PCAB License (<i>Infrastructure</i>)</li> <li><input type="checkbox"/> Manual of specifications, warranty certificate, and pictures</li> <li><input checked="" type="checkbox"/> Bank Details (<i>to be submitted by winning bidder upon issuance of Purchase Order</i>)</li> <li><input checked="" type="checkbox"/> Email Address: _____</li> <li><input checked="" type="checkbox"/> Telephone/Mobile Number: _____</li> </ul>					

I hereby certify that I am in a position to furnish the above articles/or services at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute - Regional Training Center VI, ASU Compound, Banga, Aklan.

**Name and signature of Authorized Representative:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Price validity: \_\_\_\_\_

Warranty period: \_\_\_\_\_

**Canvassed by:** LARNEY F. MARASIGAN

**Date:** \_\_\_\_\_