



PROCUREMENT MANAGEMENT OFFICE

REQUEST FOR QUOTATION

Date: 31 May 2022 RFQ No.: 100-23-01-259

Name of Company:	
Address:	
Name of Store/Shop:	
Address:	
TIN:	
PhilGEPS Registration Number:	

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure Supply and Delivery of Various Magazine and Newspaper Subscriptions — Pasig City Library with an Approved Budget for the Contract (ABC) of Php 149,616.50, in accordance with Section 53.9 of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.

					Approve	Approved Budget		Price Offer	
Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Unit Cost	Total Cost	Unit cost	Total Cost	
1	Architectural Digest Magazine, 1 issue per month from january to december 2023		12	issue	878.33	10,539.96			
2	Asian Geographic Magazine, 1 issue for january 2023 -1 issue for march 2023 1 ssue for May 2023 -1 issue for june 2023 1 issue for july 2023 -1 ssue for august 2023 1 issue for october 2023 -1 issue for december 2023		8	issue	911.38	7,291.04			
3	Better Homes and Garden Magazine, 1 issue per month from january to december 2023		12	issue	722.92	8,675.04			
4	Crafts Magazines, 1 issue for january 2023 1 issue for march 2023 1 ssue for May 2023 1 issue for july 2023 1 ssue for september 2023 1 issue for november 2023		6	issue	1,251.66	7,509.96			
5	Discover Magazine, 1 issue for january 2023 1 issue for february 2023		10	issue	800.00	8,000.00			



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	1 issue for march 2023						
	1 issue for april 2023		ļ				
	1 ssue for may 2023						
	1 issue for june 2023						
	1 issue for july 2023						
	1 ssue for august 2023						
	1 issue for september2023					-	
	1 issue for october 2023						
6	Educational Leadership Magazine,		8	issue	1,073.75	8,590.00	
	1 issue for january 2023						
	1 issue for march 2023						
	1 ssue for may 2023						
	1 issue for june 2023						
	1 issue for july 2023						
	1 ssue for august 2023						
	1 issue for october 2023						
	1 issue for december 2023						
7	Good Housekeeping Magazine,		12	issue	443.33	5,319.96	
	1 issue per month from january to december						
	2023						
8	National Geographic Magazine,		12	issue	505.41	6,064.92	
	1 issue per month from january to december						
	2023						:
9	Parents Magazine,		12	issue	555.83	6,669.96	
	1 issue per month from january to december						
····	2023						
10	popular science magazine,		4	issue	1,295.00	5,180.00	
	1 issue for march 2023						
	1 issue for june 2023						
	1 ssue for september 2023						
	1 issue for december 2023						
11	Psychology Today Magazine,		6	issue	613.33	3,679.98	
	1 issue for january 2023						
	1 issue for march 2023						
	1 ssue for may 2023						
	1 issue for july 2023						
	1 ssue for september 2023						
	1 issue for november 2023						
12	Reader's Digest Magazine,		12	issue	183.33	2,199.96	
	1 issue per month from january to december	Andrew Control of the					
	2023						
13	Robot Magazine,		6	issue	621.66	3,729.96	
	1 issue for january 2023						
	1 issue for march 2023						
	1 ssue for may 2023						
	1 issue for july 2023						
	1 ssue for september 2023						
	1 issue for november 2023		ļ				
14	Times Magazine,		24	issue	416.66	9,999.84	
	2 issues per month from january to december						
	2023	-		<u> </u>	00= ==		
15	Travel and Leisure Magazine,		12	issue	805.00	9,660.00	
	1 issue per month from january to december						
4.5	2023		 		4 000 = :	mg po po a	
16	Communication: Journalism Education Today,	-	4	issue	1,889.91	7,559.64	
	1 issue for the month of march 2023						
	1 issue for the month of june 2023						
	1 issue for the month of september 2023 1 issue for the month of december 2023	•					
1	1 iccup for the month of december 7072	1	1	. 1			
17	Forbes Asia,		12	issue	647.19	7,766.28	

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

	1 issue per month from january to december 2023					
18	Research in the Teaching English,	4	issue	2,642.00	10,568.00	
	1 issue for the month of march 2023			,	, , , , , , , , , , , , , , , , , , , ,	
	1 issue for the month of june 2023					
	1 issue for the month of september 2023					
	1 issue for the month of december 2023	- 1				
19	English teaching forum,	4	issue	1,061.00	4,244.00	
	1 issue for the month of march 2023					
	1 issue for the month of june 2023					
	1 issue for the month of september 2023					
	1 issue for the month of december 2023					
20	Philippine Daily Inquirer,	264	issue	31.00	8,184.00	
	22 issues x 12 months					
21	Philippine Star,	264	issue	31.00	8,184.00	
	22 issues x 12 months				~	
Note	Note: Other terms and conditions are stipulated in the attached Terms			140 616 50		
of Re	of Reference, if any.		otal	149,616.50		
DELIVERY TERM: Staggered - Please refer to the Item Description						

*Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- Mayor's/Business Permit (or a recently expired Mayor's/Business permit together with the
 official receipt as proof that the prospective bidder has applied for renewal within the period
 prescribed by the concerned local government unit subject to submission of the Mayor's
 Permit before the award of contract). The nature of business as stated in the
 Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- PhilGEPS Registration Number
- Income Tax Return Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).

In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:

- 1. Latest Income Tax Return (ITR) For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
- 2. Latest Business Tax Return refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized Omnibus Sworn Statement
 (https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx)
- Proof of Authorization: Secretary's Certificate if corporation, or Special Power of Attorney, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;

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- d. Batch Release Certificate (for vaccines, toxoids and immunoglobulins only) [to be submitted upon delivery]; and
- e. Certificate of Analysis (for anesthesia and antibiotics) [to be submitted upon delivery].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office)**, 4th Floor, Pasig City Hall, San Nicolas, Pasig City.

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph

ATTY. PONCE MIGUEL D. LOPEZ J. Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.

Conforme:	
Signature over Printed Name	Position
Duly authorized to sign quotation/offer for and on behalf of _	(Please indicate Company Name)