



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.

Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					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 issue for May 2023 -1 issue for June 2023 1 issue for July 2023 -1 issue 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 issue for May 2023 1 issue for July 2023 1 issue 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		

	1 issue for march 2023 1 issue for april 2023 1 issue for may 2023 1 issue for june 2023 1 issue for july 2023 1 issue for august 2023 1 issue for september 2023 1 issue for october 2023							
6	Educational Leadership Magazine, 1 issue for january 2023 1 issue for march 2023 1 issue for may 2023 1 issue for june 2023 1 issue for july 2023 1 issue for august 2023 1 issue for october 2023 1 issue for december 2023		8	issue	1,073.75	8,590.00		
7	Good Housekeeping Magazine, 1 issue per month from january to december 2023		12	issue	443.33	5,319.96		
8	National Geographic Magazine, 1 issue per month from january to december 2023		12	issue	505.41	6,064.92		
9	Parents Magazine, 1 issue per month from january to december 2023		12	issue	555.83	6,669.96		
10	popular science magazine, 1 issue for march 2023 1 issue for june 2023 1 issue for september 2023 1 issue for december 2023		4	issue	1,295.00	5,180.00		
11	Psychology Today Magazine, 1 issue for january 2023 1 issue for march 2023 1 issue for may 2023 1 issue for july 2023 1 issue for september 2023 1 issue for november 2023		6	issue	613.33	3,679.98		
12	Reader's Digest Magazine, 1 issue per month from january to december 2023		12	issue	183.33	2,199.96		
13	Robot Magazine, 1 issue for january 2023 1 issue for march 2023 1 issue for may 2023 1 issue for july 2023 1 issue for september 2023 1 issue for november 2023		6	issue	621.66	3,729.96		
14	Times Magazine, 2 issues per month from january to december 2023		24	issue	416.66	9,999.84		
15	Travel and Leisure Magazine, 1 issue per month from january to december 2023		12	issue	805.00	9,660.00		
16	Communication: Journalism Education Today, 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		4	issue	1,889.91	7,559.64		
17	Forbes Asia,		12	issue	647.19	7,766.28		

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



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	1 issue per month from January to December 2023						
18	Research in the Teaching English, 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	4	issue	2,642.00	10,568.00		
19	English teaching forum, 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	4	issue	1,061.00	4,244.00		
20	Philippine Daily Inquirer, 22 issues x 12 months	264	issue	31.00	8,184.00		
21	Philippine Star, 22 issues x 12 months	264	issue	31.00	8,184.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total	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](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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