

**DEPARTMENT OF FINANCE**  
**Manila**  
**REQUEST FOR QUOTATION**

Date : April 12, 2021  
Purchase Quotation No. 033-2021

Gentlemen :

Please quote your lowest price on the item listed below, subject to the General Conditions at the back hereof and submit your quotation duly signed by your representative in sealed envelope direct to the Director of Central Administration Office (CAO) or thru the authorized canvasser of this Department not later than \_\_\_\_\_ the time and the time and date of the opening of the sealed quotation.

  
**ALVIN P. DIAZ**  
Director IV-CAO

QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL
<b>Subscription of Newspapers and Magazines</b>				
<b>Foreign Newspapers and Magazines:</b>				
1,095	piece	The Daily Tribune		15,624.00
52	piece	Bloomberg Business Week		4,560.00
365	piece	Newsweek		4,620.00
365	piece	International Herald Tribune		14,814.48
104	piece	Time Magazines		8,112.00
365	piece	Financial Times		15,504.00
<b>Local Newspapers:</b>				
1,931	piece	The Philippine Star		66,960.00
2,504	piece	Philippine Daily Inquirer		45,835.20
2,504	piece	Business World		46,881.00
1,460	piece	Business Mirror		14,256.00
1,095	piece	Malaya		14,256.00
1,721	piece	Manila Bulletin		26,040.00
1,356	piece	Manila Times		22,320.00
1,460	piece	Manila Standard		24,000.00
<b>Note: Please include the following required documents upon submission of your proposal for evaluation purposes:</b>				
1. Mayor's/ Business Permit				
2. PhilGEPS Registration Number/ Certificate				
3. Omnibus Sworn Statement				
				<b>323,782.68</b>
<b>(For DOF Use)</b>				

After having carefully read and accepted your General conditions, I/We quote you on the item at prices noted above and bind ourselves to deliver the above articles/merchandise within \_\_\_\_\_ working days from receipt of your valid Purchase Order (PO). The quotation are good only up to \_\_\_\_\_

Canvassed by: \_\_\_\_\_

Supplier : \_\_\_\_\_

By : \_\_\_\_\_

Tel. No. : \_\_\_\_\_

TIN No. : \_\_\_\_\_

## **GENERAL CONDITIONS**

1. The bidders are required to submit brochures, literatures, pictures and technical data pertaining to the brand and model of the equipment being offered.
2. The quotation will not be considered unless it is properly signed by the bidder's authorized representative.
3. All prizes quoted herein are valid and binding for a period of sixty (60) days.
4. Bidder shall be responsible for the source of his equipment.
5. Subject to the provisions of the preceeding paragraph, where awardee has accepted a Purchase Order (PO) but fails to deliver the required products within the time called for in the same order, he must return the order accompanied by written explanations within the period of delivery of the merchandise. Thereafter, if the awardee has not completed delivery within the period, the subject PO shall be cancelled and the award shall be withdrawn from that supplier. The DOF shall then purchase the required item from such other sources as it may determine, with the price difference to be charged against the defaulting awardee.
6. The DOF reserves the right to reject any or all quotations, to waive any formality therein or to accept such quotations as may be considered most advantageous to the government.

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