

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

Date : April 19, 2021  
Purchase Quotation No. 040-2021

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 Bids and Awards Committee (BAC) Chairperson or thru the authorized canvasser of this Department not later than \_\_\_\_\_ the time and date of the opening of the sealed quotation.



**ALVIN P. DIAZ, Director IV**  
Central Administration Office

QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL
1	year	<b>Service Provider for Licenses and online subscriptions to tools and platforms used in internal production and external dissemination of communication materials for the Kreditanstalt für Wiederaufbau - Communicating Economic, Fiscal and Institutional Reforms (KfW-CEFIR) project</b>  <b>MailChimp</b> <ul style="list-style-type: none"><li>- Contacts: 20000</li><li>- Sends: 200,000 per month</li><li>- Audience: 5</li><li>- Seat: 5, with Owner and Admin Permissions</li><li>- Advanced audience insights</li><li>- Retargeting Ads</li><li>- Custom Templates</li><li>- Behavioral targeting automation series</li><li>- All Mailchimp email templates</li><li>- A/B Testing Campaigns (test different versions of a single campaign)</li><li>- 24/7 access to email and chat support</li></ul>	142,000.00	142,000.00
(page 1 of 3)				

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. :

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QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL
1	year	<b>Freepik</b> - Thousands of free resources - +2,721,000 Premium Vectors - +5,223,000 Premium Stock Photos - +176,000 Premium PSD Files - No attribution required - Unlimited downloads for more info - Priority Support - No ads	5,400.00	5,400.00
1	year	<b>Envato Elements</b> - Envato Elements Team Account - commercial license - Unlimited downloads of video/photo presets, templates, stock resources, music, other licensed assets - Millions of creative digital assets - 50M+ additional stock photos - Courses and tutorials - Simple commercial licensing	22,750.00	22,750.00
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QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL
1	year	<p>- Customize Adobe apps or get the entire collection for an easy-to-use license management console and instant asset syncing across devices</p> <p><b>Adobe Creative Cloud</b></p> <p>- 100 GB cloud storage per user</p> <p>- Sync, store, and share assets through Creative Cloud Libraries</p> <p>- Collaborative Video Editing</p> <p>- Access to Adobe Stock images and videos, Adobe fonts</p> <p>- centralized license management, ability to reassign licenses to user</p> <p>- 24/7 technical support</p> <p>- expert design training</p> <p><b>NOTE: Please include the following required documents upon submission of your proposal</b></p> <p>1. Mayor's/ Business Permit</p> <p>2. PhilGEPS Registration Number/ Certificate</p> <p>3. Omnibus Sworn Statement</p> <p><b>Said documents shall be used for evaluation purposes</b></p> <p><b>(for OSEC use)</b></p>	64,850.00	64,850.00
				235,000.00

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## 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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