



Republic of the Philippines
Philippine Merchant Marine Academy
San Narciso, Zambales

June 24, 2020
Date



REQUEST FOR QUOTATION

The Philippine Merchant Marine Academy through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement for the “LAYOUT AND PRINTING OF GRADUATION PROGRAM” in accordance with Section 53.9 of the Implementing Rules and Regulations of the Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of project : LAYOUT AND PRINTING OF GRADUATION PROGRAM

Approved Budget for: One Hundred Sixty Five Thousand Pesos
The Contract (ABC) 165,000.00

Specification : See Attached Annex “A” for the specifications

Location : PMMA Complex, San Narciso, Zambales

Delivery Term : Within 7 calendar days upon receipt of Notice to Proceed

PMMA – Main Site
PMMA Complex,
Brgy. Natividad,
San Narciso, Zambales,
2205 Philippines

Tel: (047) 913-4396

PMMA – Assessment
Center, Training Center,
Graduate School
3rd and 4th Floor,
Marsman Building,
Philippine Port Authority,
South Harbor Port Area,
Manila, Philippines

Tel: (02) 714-3719
Assessment Center

Tel: (02) 523-0451
Training Center
Graduate School

www.pmma.edu.ph

BIDS AND AWARDS
COMMITTEE

Request for Quotation

Rev_091615

Interested suppliers are required to submit their valid and current Mayor’s Permit, PhilGEPS Registration Number or PhilGEPS Platinum Membership, Income/Business Tax Return, Omnibus Sworn Statement with Authority of Signatory, upon submission of quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated in Annex “A” and other terms and conditions stated in the price quotation form.

Subject for submission of warranty certificate once awarded.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 5:00 p.m of June,29.2020 at the PMMA BAC Office, PMMA Complex, San Narciso, Zambales. Thru LBC or Hand Carry or you can send to pmmabac@gmail.com.

For Inquiries, you may contact us at tel. nos. 047-913-4396 loc.172



ANNEX A"

Price Quotation Form

Date: _____

The BAC Chairperson
 PMMA Complex, San Narciso, Zambales

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items/s as follows:

Description	UNIT	Item/Specification	Quantity	Unit Price	Total Price
LAYOUT AND PRINTING OF GRADUATION PROGRAM	copy	Design conceptualization lay out & Printing of Graduation Program	800		
		Stock: Cover-C2S 160: Inside C2S 80			
		Color: Full color pages			
		Pages: 60 pages including cover			
		Size: Spread-11.69 x 16.54" Folder 8.27" x 11.69"			
		Other: With conceptualization, lay out & design, with color sep. & matt lamination spot UV			
		Finish: saddle stitch			
		Process: Offset			

(Amount) _____ (Amount in Words) _____

BIDS AND AWARDS COMMITTEE

Request for Quotation

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,



Republic of the Philippines
Philippine Merchant Marine Academy
San Narciso, Zambales

Name/Signature of Representative

Name and Address of Company

Contact No./E-mail Address



PMMA – Main Site
PMMA Complex,
Brgy. Natividad,
San Narciso, Zambales,
2205 Philippines

Tel: (047) 913-4396

**PMMA – Assessment
Center, Training Center,
Graduate School**
3rd and 4th Floor,
Marsman Building,
Philippine Port Authority,
South Harbor Port Area,
Manila, Philippines

Tel: (02) 714-3719
Assessment Center

Tel: (02) 523-0451
Training Center
Graduate School

www.pmma.edu.ph

**BIDS AND AWARDS
COMMITTEE**

Request for Quotation

Rev_091615