



**REQUEST FOR QUOTATION**  
(Small Value Procurement)

Name of Project : **Subscription/Supply of Newspaper**  
Approved Budget for the Contract : **P 300,000.00**  
Deadline for Submission : **February 14, 2020**

Please quote your best quotation in line with the attached specifications. Suppliers are required to submit their valid and current Mayor's/Business Permit, PhilGeps Registration Number, Omnibus Sworn Statement and Secretary Certificate/Special Power of Attorney.

Quotations shall be submitted in person to the Manager, Administrative Services Department, PPA Corporate Bldg., Bonifacio Drive, South Harbor, Port Area, Manila. Quotations/documents sent to any other department/s or email address will not be considered.

For further information, please refer to:

The BAC Secretariat, Philippine Ports Authority  
5<sup>th</sup> Floor, PPA Bldg., Bonifacio Drive  
South Harbor, Port Area, Manila  
Telephone/Fax No. 527-4735  
954-88-00 loc. 539  
PPA Website: [www.ppa.com.ph](http://www.ppa.com.ph)

Very Truly Yours,

**MARK JON S. PALOMAR**  
Chairperson, Bids and Awards Committee  
Procurement of Goods and Consultancy Services

**Subscription/Supply of Newspaper  
(BAC-PGCS-131-2020)**

The following publications shall be available from the supplier:

<b>Newspaper</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
Business Mirror	5	5	5	5	5	1	1
Business World	6	6	6	6	6	-	-
Inquirer	5	5	5	5	5	1	1
Malaya Business Insight	1	1	1	1	1	-	-
Manila Bulletin	10	10	10	10	10	1	1
Manila Times	5	5	5	5	5	1	1
Philippine Star	21	21	21	21	21	1	1
The Daily Tribune	1	1	1	1	1	1	1
The Manila Standard	1	1	1	1	1	1	1
<b>TOTAL</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>7</b>	<b>7</b>

Tentative Quantity of Weekdays: 14,410

Tentative Quantity of Weekends: 728

**Terms and Conditions:**

1. The Total Quantity is **15,138**.
2. The coverage is for One (1) year subscription/supply of newspaper from the receipt of Purchase Order.
3. The deployment list will be given to the winning bidder.
4. Delivery must be done on or before 7:00 a.m. daily including Saturday, Sunday and Holiday.
5. Dates with no delivery of the required quantity shall not be billed by the supplier. Total quantity billed may less than but shall not exceed to the total number of quantity.
6. Delivery must be made to the three (3) locations, as follows:
  - a. PPA Head Office  
PPA Corporate Bldg., Bonifacio Drive, South Harbor, Port Area, Manila
  - b. PPA Training Institute  
PPATI Bldg., Roberto S. Oca St., South Harbor, Port Area, Manila
  - c. Port Police Department  
PPATI Bldg., Roberto S. Oca St., South Harbor, Port Area, Manila
7. Newspaper shall be categorized and labeled base on the deployment list upon delivery.
8. The supplier shall bill PPA every four weeks, or after every 28<sup>th</sup> of the month.
9. The PPA may request changes in the publication from the supplier, upon written notice to the supplier. Any deployment changes shall not exceed to the total number of quantity.