

13 October 2020



REQUEST FOR QUOTATION
(Small Value Procurement)

Name of Project : **Procurement of Service Provider for
the Printing of 2019 PPA Port Rules
and Regulations (BAC-PGCS-193-2020)**

Approved Budget for the Contract : **P 170,000.00**

Deadline for Submission : **October 23, 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, Income/Business Tax Return, 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
5th 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

Very Truly Yours,


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

September 1, 2020

**JOB TITLE : PRINTING OF PORT RULES AND REGULATIONS
2019 AND CONVERSION TO CD IN PDF FORMAT**

No. of Copies: **PRINTED - 400**
CD - 50

No. of Pages : 156 including Cover
Size : 8½" x 11" Folded

Stock : COVER - Foldcote # 12, Laminated
INSIDE - Book # 60

Color : COVER - 2 colors + 3 spot colors
INSIDE - Black and White

Process : Offset
Binding : Perfect Binding

Others : 1) Camera ready material in PDF with corrections
2) Includes cost of CD copies in PDF
3) Final layout and proof of cover by printer

Duration : 60 Working days from receipt of Job Order

Submitted by:


Josephine M. Napiere
Division Manager
Business Development Division

Approved:


LEILA L. MARTINEZ
Acting Manager
Commercial Services Department