



REQUEST FOR QUOTATION

Name of Project : **Printing Requirements - Brochures and Giveaways**

Approved Budget for the Contract : **P185,000.00**

Deadline for Submission : **November 23, 2018**

Please quote your best quotation in line with the attached specifications. Suppliers are required to submit their valid and current PhilGeps Registration Certificate, Mayor's Permit, Income/Business Tax Return and Omnibus Sworn Statement.

Quotations shall be submitted in person to the Property Management Division, 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

Printing Requirements – Brochures and Giveaways

QTY	SPECIFICATIONS FOR PPA BROCHURES
1,000	<p>PPA Brochures (4 Panels, 3 Folds)</p> <p>Size: 8.5 inches by 22 inches (spread) 8.5 inches by 5.5 inches (folded)</p> <p>Color: Full colors (Back to Back)</p> <p>Lamination: Matte lamination (Back to Back)</p> <p>Process: Layout, Offset, Scoring, Folding</p> <p>Stock: C2S140</p>

For Reference:

THE PHILIPPINE PORTS AUTHORITY

The Philippine Ports Authority (PPA) is a government-owned and controlled corporation under the PPA Law (RA 6305) as amended. It is the primary agency for the planning, development, financing, construction and operation of ports and port facilities in the Philippines. Its mandate is to ensure the efficient and effective operation of the ports and port facilities in the Philippines.

MISSION AND VISION

The Mission and Vision of the PPA are to provide efficient and effective port services to the public and to ensure the sustainable development of the ports and port facilities in the Philippines.

VALUES

We commit to provide reliable and responsive services to the public, to ensure the sustainable development of the ports and port facilities in the Philippines, and to be a model for other government-owned and controlled corporations.

GOALS

To attain the highest level of service to the public.

PORTS

To provide, operate, manage and upgrade the planning, construction, financing, construction and operation of ports and port facilities in the Philippines and to ensure the efficient and effective operation of the ports and port facilities in the Philippines.

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Office of the Executive Director for Operations (ODEO)

The ODEO is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines. It is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines.

Office of the Executive Director for Finance and Administration (ODEFA)

The ODEFA is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines. It is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines.

Office of the Executive Director for Planning and Development (ODEPD)

The ODEPD is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines. It is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines.

Office of the Executive Director for Information and Communications (ODEIC)

The ODEIC is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines. It is the primary office for the planning, construction, financing, construction and operation of ports and port facilities in the Philippines.

THE PPA PORT SYSTEM

The PPA Port System, as approved by the Board of Directors of the PPA on 26 September 1998, comprises 110 ports. Details of the PPA Port System, as finally approved by the Board of Directors of the PPA on 26 September 1998, are as follows:

Port Management Office

Manila	Region 1
Alabang	Region 2
Marikina	Region 3
Alabang	Region 4
Alabang	Region 5
Alabang	Region 6
Alabang	Region 7
Alabang	Region 8
Alabang	Region 9
Alabang	Region 10
Alabang	Region 11

The PPA Port Network

PPA Port System

QTY	SPECIFICATIONS OF PRINTING AND FRAMING OF PORTRAIT GIVEAWAYS – THE PORT OF MANILA
100	Item : Printing, framing, boxing of Port of Manila Portrait Size : 8" x 10" Color : Picture (B/W); Wooden Frame (Black) Stock : Beige for Picture (c2s); Cream and Black for Border (c2s100) Box : 9" x 11" ; c2s 140; Box (Full colors) Process : Digital Printing for Picture; Offset for Box

For Reference:



TERMS AND CONDITIONS:

SAMPLING	Interested bidders must submit sample along with its quotation. a. one (1) set (printed Port of Manila portrait, Frame and Box) b. one (1) piece PPA Brochures The sample must be in accordance with the specifications. Failure to submit a sample will result to disqualification.
DELIVERY	Shall be completed within five (5) days from receipt of Purchase Order.

**Actual file to be submitted to the winning bidder.*

**Pictures in samples to be provided may vary from actual PPA pictures. Details and specifications in samples must be compliant to this posting*