



**REQUEST FOR QUOTATION**

Name of Project : **Supply and Delivery of 2019 PPA  
Calendars**

Approved Budget for the Contract : **P1,000,000.00**

Deadline for Submission : **December 10, 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  
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

Respectfully requesting for the posting of the 2019 PPA Calendars in the PhilGEPS website with the following specifications:

<b>PROJECT</b>	:	<b>PPA 2019 CALENDAR</b>
<b>STOCK</b>	:	cover – c2s 220 lbs Inside – c2s 140 lbs
<b>PAGES</b>	:	28 pages including cover
<b>SIZE</b>	:	16.5" X 11" – folded / 16.5" x 23" – spread
<b>COLOR</b>	:	cover – 4/ 4 (outside/inside) Inside – full color
<b>PROCESS</b>	:	Offset printing
<b>BINDING</b>	:	double loop wire with eyelet per page
<b>OTHERS</b>	:	CD (file/layout) supplied by client With matte lamination on cover (1 side)
<b>QUANTITY</b>	:	<b>5,000 pieces</b>

**Delivery:** Within 5 calendar days from receipt of Purchase Order.

**Sampling:** A sample calendar in accordance with the specifications, shall be provided along with the submission of quotations. The first two (2) pages of the sample shall be the design as included herein (Cover, January calendar with North Port picture – in full color.) Failure to provide a sample will result in the automatic disqualification of the bidder concerned.

\*Final copy for printing will be provided to the winning bidder upon the PPA's issuance of the Purchase Order.