



Republic of the Philippines  
Office of the President

PHILIPPINE SPORTS COMMISSION



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## REQUEST FOR QUOTATION

Date: October 29, 2024  
P.R. No. SE-2024-10-11-001

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Store/ Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

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The **Philippine Sports Commission**, through its Bids and Awards Committee, intends to procure **Printing, Supply and Delivery of Tarpaulins, Roll-Up Banner and Feather Flags for the Philippine National Para Games 2024** accordance with **Section 53.9 Small Value Procurement** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative **not later than November 1, 2024 at 10:00 AM**. A copy of the following documents is required to be submitted, directly to the Bids and Awards Committee Office located at Room 207, Administration Building, RMSC, P. Ocampo Sr. St., Malate Manila:

- A. PHILGEPS Registration or PHILGEPS Certificate
- B. Omnibus Sworn Statement (notarized)
- C. 2024 Mayor's/Business Permit

Quotations must be properly labeled with reference number on the project offered. In case the deadline falls on a non-working day, legal holiday, or special non-working holiday the deadline shall be on the next working day.

For any clarification, you may contact us at Telephone No. 8 523-9831 loc.143 or email address [pscprocurement@yahoo.com](mailto:pscprocurement@yahoo.com), [procurement@psc.gov.ph](mailto:procurement@psc.gov.ph) and copy [bac@psc.gov.ph](mailto:bac@psc.gov.ph)

  
DIR. PAULO FRANCISCO C. TATAD  
BAC Chairperson  
Bids and Awards Committee

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately
- (2) Do not alter the contents of this form in any way.
- (3) All Technical Specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

TECHNICAL SPECIFICATIONS:	Statement of Compliance		
	YES	NO	REMARKS
<b>PROJECT NAME: Printing, Supply and Delivery of Tarpaulins, Roll-Up Banner and Feather Flags for the Philippine National Para Games 2024</b>			
<b>Item 1</b>			
<b>Tarpaulins, as per design – 9 Pcs</b>			
Size: 12ft x 8ft			
Thickness: 13oz			
Full color printing, as per design			
<b>Item 2</b>			
<b>Tarpaulins, as per design – 25 Pcs</b>			
Size: 4ft x 8ft			
Thickness: 13oz			
Full color printing, as per design			
<b>Item 3</b>			
<b>Aluminum Roll-Up Banner, as per design – 18 Pcs</b>			
Size: 33in x 78in			
Thickness: 12oz			
Full color printing, as per design			
Durable and lightweight pull-up banner			
Finish: With a Roll-up Mechanism			
<b>Item 4</b>			
<b>Feather Flags, as per design – 26 Pcs</b>			
Size: 2ft x 8ft			
Banner measurement: 55cm x 200cm			
Full color printing, one-sided only			
See-through fabric, with a collapsible frame and aluminum cross-base stand			
<b>***nothing follows***</b>			
<b>Delivery Requirement:</b>			
Can deliver on or before November 7, 2024			

**FINANCIAL OFFER:**

Please quote your **best offer** for the items below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

<b>Printing, Supply and Delivery of Tarpaulins, Roll-Up Banner and Feather Flags for the Philippine National Para Games 2024</b>			
Approved Budget for Contract	Quantity in Pc (A)	Offered Price per Pcs (B)	Your Total Offered Quotation (A x B)
<b>Item 1</b> <b>Tarpaulins, as per design</b> Nineteen Thousand Three Hundred Fifty-Three and Sixty Centavos (Php 19,353.60)	9 Pcs		In Figures: _____  _____
<b>Item 2</b> <b>Tarpaulins, as per design</b> Seventeen Thousand Nine Hundred Twenty Pesos (Php 17,920.00)	25 Pcs		In Figures: _____  _____
<b>Item 3</b> <b>Aluminum Roll-Up Banner, as per design</b> Thirty Thousand Two Hundred Forty Pesos (Php 30,240.00)	18 Pcs		In Figures: _____  _____
<b>Item 4</b> <b>Feather Flags, as per design</b> One Hundred Thirty-One Thousand Forty Pesos (Php 131,040.00)	26 Pcs		In Figures: _____  _____
<b>Grand Total</b> <b>One Hundred Ninety-Eight Thousand Five Hundred Fifty-Three Pesos and Sixty Centavos</b> <b>(Php 198,553.60)</b>	<b>Total Offered Quotation</b>		In Words: _____ _____ _____  In Figures: _____

**TERMS AND CONDITIONS:**

- 1) Bidders shall provide correct and accurate information required in this form.
- 2) Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- 3) Price quotation/s, to be denominated in the Philippine Peso shall include all taxes, duties and/or levies payable.
- 4) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 5) Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 6) Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- 7) The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 8) The PSC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 9) In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PSC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10) Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing statement, by the supplier, contractor or consultant.
- 11) Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PSC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone/Fax/Mobile Nos.

\_\_\_\_\_  
E-Mail Address/e

SAMPLE DESIGN FOR TAPULIN 12FT X 8FT

Mockup:



SAMPLE DESIGN FOR TAPULIN 4FT X 8FT

4 x 8 ft TARPULIN



## SAMPLE OF ALUMINUM ROLL-UP BANNER WITH MECHANISM



PULL UP BANNERS

33in x 78in

## SAMPLE DESIGN FOR FEATHER FLAG



FEATHER FLAG

21' x 8ft., with banner measurement of 56 cm x 200 cm