



Republic of the Philippines
Office of the President

PHILIPPINE SPORTS COMMISSION



REQUEST FOR QUOTATION

Date: April 24, 2025
P.R. No. SE-2025-04-04-003

Name of Company: _____

Address: _____

Name of Store/ Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number: _____

The **Philippine Sports Commission**, through its Bids and Awards Committee, intends to procure the **“Supply and Delivery of Customized Giveaways for the Three (3) Legs of Indigenous Peoples Games 2025”** 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 April 27, 2025 at 05:00 PM**. 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. 2025 Mayor's/Business Permit
- D. Income Tax Return (ITR) For 2024

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, procurement@psc.gov.ph and copy 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
PROJECT NAME: Supply and Delivery of Customized Giveaways for the Three (3) Legs of Indigenous Peoples Games 2025			
Item 1			
Bamboo Tumbler, as per design - 1,400 pcs			
>Made of sustainably-sourced bamboo outer and stainless steel inside			
>BPA free			
>Easy-carry handle			
>Capacity: 500ml			
>Can keep hot water up to 10 hours and iced water up to 24 hours			
>with UV print PSC and IP Games Logo (as per design)			
Item 2			
Bamboo Notebook, as per design - 1,400 pcs			
>Cover made of bamboo material			
>White pages with 70 leaves			
>with UV print PSC, IP Games and Bagong Pilipinas logo (as per design)			
>with ballpen holder			
>with a garter to keep the notebook close			
>Dimension: 18 x 14cm			
Item 3			
Bamboo Pen, as per design - 1,400 pcs			
>Made of sustainably sourced bamboo			
>BPA free			
>Dimension: 5.5 inches			
>100% biodegradable			
>Black Ink			
>with UV print PSC and IP Games (as per design)			
>Retractable			
Item 4			
Cutlery Set with Pouch - 1,400 pcs			

>Each set consists of: Wooden Spoon, Wooden Fork, Wooden Knife, Wooden Chopsticks, Wooden Straw and Cleaning Brush			
>Pouch with PSC and IP Games logo print, as per design			
Delivery Requirement:			
Can deliver within Thirty (30) Calendar days			

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.

Supply and Delivery of Customized Giveaways for the Three (3) Legs of Indigenous Peoples Games 2025			
Approved Budget for Contract	Quantity in Set (A)	Offered Price per Set (B)	Your Total Offered Quotation (A x B)
Item 1 Bamboo Tumbler, as per design Four Hundred Twenty Thousand Pesos (PhP 420,000.00)	1,400 pcs		In Figures: _____
Item 2 Bamboo Notebook, as per design Two Hundred Thirty-Eight Thousand Pesos (PhP 238,000.00)	1,400 pcs		
Item 3 Bamboo Pen, as per design One Hundred Twelve Thousand Pesos (PhP 112,000.00)	1,400 pcs		
Item 4 Cutlery Set with Pouch Two Hundred Ten Thousand Pesos (PhP 210,000.00)	1,400 pcs		
Grand Total: Nine Hundred Eighty Thousand Pesos (PhP 980,000.00)	Total Offered Quotation		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/es

SAMPLE DESIGN FOR CUSTOMIZED GIVEAWAYS

BAMBOO TUMBLER (500ML) WITH PSC & IP GAMES LOGO UV PRINT

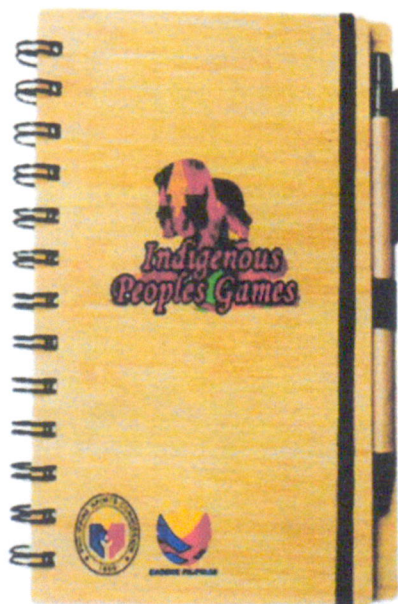
FRONT



BACK



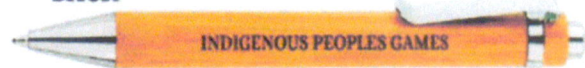
BAMBOO NOTEBOOK & PEN WITH PSC & IP GAMES LOGO UV PRINT



FRONT



BACK



BAMBOO CUTLERY SET WITH PSC & IP GAMES LOGO ON POUCH

