

Republic of the Philippines  
SENATE  
REQUEST FOR QUOTATION

Date : 9/28/2017 12:53:18PM  
RSQ No. : RSQ-17-09-188  
Requisitioner : OIRP-PS  
Canvasser : RAYMUND E. GARRIDO

Sir/Madam:  
We invite all GEPS registered bidders to submit sealed quotation for the item/s listed below, addressed to the Chairman, Bids and Awards Committee (BAC), 4/F Senate of the Philippines, GSIS Bldg., Financial Center, Pasay City. The quotation for Purchase Request No. **PR-17-09-624** must be submitted to the Office of the Chairman, Bids and Awards Committee, Room 408 or the Secretariat, Bids and Awards Committee, Room 401, 4/F Senate of the Philippines, GSIS Building, Financial Center, Pasay City, not later than 5P.M. of \_\_\_\_\_. Kindly observe and comply with the stated specifications / descriptions / unit of items for quotation, and specify country of manufacture or origin in the item, any erasure must be properly initialed by the bidder. Bidders are presumed to have reviewed all bids indicated herein before submission to the BAC. Please do not forget to indicate the following references in your envelope "PR NO. \_\_\_\_\_ / RSQ NO. \_\_\_\_\_ Assigned Canvasser: \_\_\_\_\_ CLOSING DATE: \_\_\_\_\_"

LIKewise, ALL QUOTATIONS MUST BE VALID FOR AT LEAST THIRTY (30) TO FORTY FIVE (45) DAYS FROM THE CLOSING DATE OF POSTING WITH THE PhilGEPS AND SUBJECT TO THE GENERAL CONDITIONS FOUND AT THE BACK OF THIS FORM.

*[Signature]*  
ATTY. MARIA VALENTINA S. CRUZ  
CHAIRPERSON  
BIDS AND AWARDS COMMITTEE

**THE CHAIRMAN**  
Bids and Awards Committee  
c/o Secretariat, Bids and Awards Committee  
Room 401 4/L, Senate of the Philippines, GSIS Building, Financial Center, Pasay City  
Fax No. 552-6601 local 1602 or 552-6803

Sir:  
As requested in your letter above, we are pleased to quote hereunder our price/s for the following item/s subject to the General Conditions stated at the back:

ITEM NO.	QTY	UNIT	ITEM/S DESCRIPTION (Kindly indicate BRAND NAME & MODEL of item/s of your offer/bid)	APPROVED BUDGET	UNIT PRICE (Inclusive of all Taxes)	TOTAL
			<b>PR-17-09-624 (OIRP-PS)</b>			
1	1,000	PIECE	Invitation Cards with Envelope with Senate Seal logo, embossed, in gold stamping Size: Invitation : 5 inches x 7 inches Envelope : 5 1/4 inches x 7 1/4 inches (Please see actual sample of materials)	Php 31,000.00 Php31.00/PIECE		
			Nothing Follows			

Remarks: **NOTE: PLEASE SEE ACTUAL SAMPLE FOR YOUR EASY REFERENCE. ALSO, COORDINATE WITH THE END-USER RE OTHER DETAILS. THANKS AND GOD BLESS US ALL!**

(QUOTATIONS must be valid for at least thirty [30] to forty five [45] days from closing date)

TERMS OF DELIVERY : \_\_\_\_\_  
 TERM/S OF PAYMENT: Government Terms (NO C.O.D. / NO ADVANCE PAYMENT) \_\_\_\_\_ (Name of Company) \_\_\_\_\_  
 Address of Supplier : \_\_\_\_\_  
 E-Mail Address : \_\_\_\_\_ PhilGEPS Reg. No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
 Tel./Fax No./s : \_\_\_\_\_  
 TIN : \_\_\_\_\_

**RECEIVED**

SEP 28 2017

Proc. 15 TRIP: 4,40  
PROCUREMENT, PPS

rgarrido  
9/28/2017 / 12:54:17PM