



Republic of the Philippines  
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**

Field Office 02  
 Regional Center, Carig, Tuguegarao City  
 Tel Nos. (078)304-1004 Telefax (078)304-0586

Tulong!Sulong!

**REQUEST FOR PRICE QUOTATION**

21-10-0821

Date: October 25, 2021

Purpose: for the production of DSWD Annual Report.

The DSWD Regional Office announces its intention to purchase goods and services and invites into BID for the following:

ITEM NO	ITEM	Quantity	Unit	Price Quotation		Remarks
				Unit Price	Total Price	
1	Layout, Production and Printing of the 2021 DSWD Annual Report	1,000	pcs			PR# 2021-10-1743
	Specifications: Paper type for cover- C2s coated with spot UV or matte, 180lbs.,(both side) special paper, lamination depending on the approved cover design with DVD and calling card slots. Paper type for inside pages - matte 80lbs. Binding - perfect binding (smyth sewn) <span style="float: right;">Color -</span> full color (cover and inside pages) Size- 210 x 297 mm Quantity -one thousand (1,000) copies with eared pages Number of pages -100 inclusives of cover Delivery Site -DSWD Field Office II For the envelope -size -can fit A4;Color- 2 colors; Paper stock- bookpaper 80lbs Other Specification shall be provided by the hiring party/ end user					
	<b>Total Approved Budget = P 500,000.00</b>					

**Notes:**

\*This can be sent through fax. Submission must be two (2) days upon receipt. Late canvass shall be automatically rejected.

\* Price quotations must be inclusive of tax.

All interested suppliers are requested to **SUBMIT THEIR BIDS** on or before \_\_\_\_\_ to the DSWD Regional Office, Regional Center, Carig, Tuguegarao City thru:

- \*DSWD E-Mail Address at bacsec.fo2@dswd.gov.ph
- \*DSWD Regional Bids and Awards Committee

The following suppliers' business documents are required for submission to DSWD BAC Secretariat before bid submission:

- \*DTI Business registration
- \*Mayor's Permit
- \*TAX Clearance

Others Required:

Bids submitted not in consonance with the above stated date, time and place would be rejected.

10/26  
**CELSO L. ARAO JR.**  
 BAC Chairperson  
 Chief Admin. Officer  
 OIC, Asst. Reg'l Director for Admin

Quoted by:

Canvassed By:

Registered Business Name

Canvasser

(Signature over printed name)

Printed Name and Signature of Owner/Authorized Representative

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

Date of Submission : \_\_\_\_\_

Contact No : \_\_\_\_\_

Terms of Payment : \_\_\_\_\_

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

Philgeps Registration no. \_\_\_\_\_

**ACKNOWLEDGMENT RECEIPT**

Date: \_\_\_\_\_

This is to acknowledge receipt of Request for Price Quotation 21-10-0821 from the Department of Social Welfare and Development (DSWD) Field Office 02, Regional Center, Carig, Tuguegarao City, Cagayan

Name of Company/Supplier/Bidder/Service Provider: \_\_\_\_\_

Signature over Printed Name of Representative/Owner

Date Received