



# SUBIC BAY METROPOLITAN AUTHORITY PROCUREMENT AND PROPERTY MANAGEMENT DEPARTMENT

Room 201 Bldg. 255, Barryman Road, Subic Bay Freeport Zone, Philippines  
 Tel. Nos. (047) 252-4503/4124/4211/4283/4230/4214/4424/4282 Fax. No. (047) 252-4284/4251

## QUOTATION FORM

You may send your quotation via email to [sbmapprd@gmail.com](mailto:sbmapprd@gmail.com)  
 email with "cc/bcc" WILL NOT BE ACCEPTED.

Approved Budget for the Contract: P460,000.00

For inquiries, contact: **CAROL DIWA** at Tel. No. (047) 252- **4124** REFERENCE: **0 0 0 4 5 - 2 3 - 1 0 0 5 - 0 0 0 5**

This is a "REQUEST FOR QUOTATION" for items listed below. Pls submit your quotation not later than <b>JANUARY 11, 2023 ; 1:00 PM</b> . Please note that quotation submitted beyond the deadline given above, will not be considered.	<b>TERMS:</b> <input checked="" type="checkbox"/> <b>Payment:</b> _____ <i>days</i> <input checked="" type="checkbox"/> <b>Delivery:</b> _____ <i>calendar days</i>
<b>DELIVERY POINT:</b> <p style="text-align: center;"><b>PPMD RECEIVING SECTION</b></p> <p style="text-align: center;"><b>Bldg 709, Burgos Street, Subic Bay Freeport Zone</b></p> If FOB destination or others, pls. indicate the estimated freight cost.	<b>TO SUPPLIER: IS YOUR PRICE QUOTATION EXCLUSIVE OF VAT?</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>

ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
1	IMPORT TALLY SHEET, SIZE : 212mm WIDE x 276mm LONG BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & BLACK COLOR PRINT OF CONTROL NOS. START WITH SECURITY NO. 572001 – 612000 DEPARTMENTAL QUALITY FORM; SED-TOD/CMB-ITS-43 2 PAGES/SET, CARBONLESS, 2 COLORS, 100 SET/PAD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN	400	PD *	_____	_____	✓
2	PERMANENT TRANSFER TALLY SHEET, SIZE 212mm WIDE x 276mm LONG BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & BLACK COLOR PRINT OF CONTROL NOS. START WITH SECURITY NO. 797201 – 837200 DEPARTMENTAL QUALITY FORM; SED-TOD/CMB-PTTS-43 2 PAGES/SET, CARBONLESS, 2 COLORS, 100 SET/PAD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN	400	PD *	_____	_____	✓
3	TEMPORARY TRANSFER TALLY SHEET, SIZE : 212mm WIDE x 276mm LONG	200	PD *	_____	_____	✓

<input checked="" type="checkbox"/> * COMPANY NAME: _____ <input checked="" type="checkbox"/> * MAILING ADDRESS: _____ <input checked="" type="checkbox"/> * TEL NO.: _____ <input checked="" type="checkbox"/> FAX NO.: _____ <input checked="" type="checkbox"/> E-MAIL ADD: _____	<b>* GRAND TOTAL:</b> _____
<b>CERTIFICATION:</b> I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes.	<b>CERTIFICATION:</b> I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above.
<input checked="" type="checkbox"/> _____ * Signature over printed name                      Date                      Designation (Authorized Company Personnel)	_____ Signature over printed name                      Date (Canvasser)
Opened by: _____ Witnesses: _____ _____ _____ Date: _____	

**IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:**

Please answer all required data marked with \*.

Under RA 7227, SBMA is exempted from VAT.

\*\*\*PLEASE FILL-UP SECOND PAGE\*\*\*

00045-23-1005-0005

Page 1 of 3

ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
	BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & BLACK COLOR PRINT OF CONTROL NOS. START WITH SECURITY NO. 40001 – 60000 DEPARTMENTAL QUALITY FORM; SED-TOD/CMB-TTTS-43 2 PAGES/SET, CARBONLESS, 2 COLORS, 100 SET/PAD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN					
4	BRING-IN PERMIT TO SUBIC BAY FREEPORT ZONE SIZE: 213mm WIDE x 275mm LONG BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & RED COLOR PRINT OF CONTROL NOS. WITH SECURITY NO. FROM 240201 – 260200. DEPARTMENTAL QUALITY FORM; SED-PMD/PB-BIPTSBFZ – 43 5 SHEET/SET, CARBONLESS PAPER, 5 COLORS, 50 SE/PD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN THIRD PAGE - BLUE FOURTH PAGE - GREEN FIFTH PAGE - ORANGE	400	PD *	_____	_____	_____ ✓
5	VESSEL ENTRY CLEARANCE, SIZE: 21.5 cm WIDE x 33cm LONG BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & RED COLOR PRINT OF CONTROL NOS. START WITH SECURITY NO 050051 – 060050 DEPARTMENTAL QUALITY FORM; SED-PMD/PB-VENC-43 5 SHEET/SET, CARBONLESS PAPER, 5 COLORS, 50 SET/PAD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN THIRD PAGE - YELLOW FOURTH PAGE - GREEN FIFTH PAGE - ORANGE	200	PD *	_____	_____	_____ ✓
6	VESSEL EXIT CLEARANCE, SIZE: 21.5cm WIDE x 27.8cm LONG BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & RED COLOR PRINT OF CONTROL NOS. START WITH SECURITY NO. 050051 -060050 DEPARTMENTAL QUALITY FORM; SED-PMD/PB-VEXC-43 5 SHEET/SET, CARBONLESS PAPER, 5 COLORS, 50 SET/PAD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN THIRD PAGE - YELLOW FOURTH PAGE - GREEN FIFTH PAGE - ORANGE	200	PD *	_____	_____	_____ ✓

<input checked="" type="checkbox"/> * COMPANY NAME: _____ <input checked="" type="checkbox"/> * MAILING ADDRESS: _____ <input checked="" type="checkbox"/> * TEL NO.: _____ <input checked="" type="checkbox"/> FAX NO.: _____ <input checked="" type="checkbox"/> E-MAIL ADD: _____		<b>* GRAND TOTAL:</b> _____
<b>CERTIFICATION:</b> I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes.	<b>CERTIFICATION:</b> I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above.	Opened by: _____ Witnesses: _____ _____ _____ Date: _____
<input checked="" type="checkbox"/> _____ * Signature over printed name      Date      Designation (Authorized Company Personnel)	_____ Signature over printed name      Date (Canvasser)	

**IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:**

Please answer all required data marked with \*.

Under RA 7227, SBMA is exempted from VAT.

\*\*\*PLEASE FILL-UP THIRD PAGE\*\*\*

00045-23-1005-0005

Page 2 of 3

ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
---------	------------------	-----	----	------------------	------------	-------------

7	GATE PASS (BY LAND) SIZE: 21cm WIDE x 35cm LONG BLACK PRINT IN ORIGINAL COPY ONLY WITH COLORED ORIGINAL SBMA LOGO IN ALL PAGES & RED COLOR PRINT OF CONTROL NOS. START WITH SECURITY NO. 338401 – 348400 FORM; SED-PMD/PB-GPL-43 5 SHEET/SET, CARBONLESS PAPER, 5 COLORS, 50 SET/PAD SEQUENCE OF COLORS AS FOLLOWS: FIRST PAGE - WHITE SECOND PAGE - BROWN THIRD PAGE - YELLOW FOURTH PAGE - GREEN FIFTH PAGE - ORANGE	200	PD *			
---	---	-----	------	--	--	--

**NOTICE TO SUPPLIERS:**

Supplier/s may submit their quotation/s thru”

\*PERSONAL

\*COURIER

\*FACSIMILE (acceptable for PR with ABC of less than P50,000)

\*CASH ON DELIVERY (COD) Payment Terms is not acceptable (GPBB Volume 2 Manual of Prodecures).

\*EMAIL DIRECTLY to sbmappmd@gmail.com. (Emails with “cc” or “bcc” will NOT BE ACCEPTED).

\*Suppliers may observe the opening of bids/quotations: kindly Confirm schedule with the Technical Section at (47) 252-4503.

\*For Services/Services & Materials with contract period of P50,000.00 and above, Performance Security is required.

\*For Services & Materials/Equipment with contract price of P300,000.00 and above, Warranty Security is required EXCEPT for those deliveries that are outrightly consumed within the date of delivery/rendering of services.

<input checked="" type="checkbox"/> * COMPANY NAME: _____ <input checked="" type="checkbox"/> * MAILING ADDRESS: _____ <input checked="" type="checkbox"/> * TEL NO.: _____ <input checked="" type="checkbox"/> FAX NO.: _____ <input checked="" type="checkbox"/> E-MAIL ADD: _____			<b>* GRAND TOTAL:</b> _____
<b>CERTIFICATION:</b> I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes.	<b>CERTIFICATION:</b> I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above.	Opened by: _____ Witnesses: _____ _____ _____ Date: _____	
<input checked="" type="checkbox"/> _____ * Signature over printed name      Date      Designation (Authorized Company Personnel)	_____ Signature over printed name      Date (Canvasser)		

**IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:**

Please answer all required data marked with \*.

Under RA 7227, SBMA is exempted from VAT.