



# 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: P31,048.50

For inquiries, contact: **CAROL DIWA** at Tel. No. (047) 252- **4211** REFERENCE: **0 0 0 1 5 - 2 0 - 1 1 1 3 - 0 0 4 2**

This is a "REQUEST FOR QUOTATION" for items listed below. Pls submit your quotation not later than _____.  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.	<input checked="" type="checkbox"/> <b>TO SUPPLIER: IS YOUR PRICE QUOTATION EXCLUSIVE OF VAT?</b>  <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>

ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
1	PRINTING SERVICES: SBMA NEWSLETTER	24,000	EA *			

11X13, BOOKPAPER 60 GSM,  
 FULL COLOR (ALL PAGES)  
 16 PAGES  
 (JANUARY 2020 - DECEMBER 2020)

NOTE:  
 FOR LAYOUT AND ARTICLES, KINDLY CONTACT MS MARY  
 CAROLINE EMPENO, TEL # 252-4583

WINNING SUPPLIER MUST SUBMIT COLOR PROOF TO END-  
 USER BEFORE MASS PRINTING

<input checked="" type="checkbox"/> * COMPANY NAME: _____ <input checked="" type="checkbox"/> * MAILING ADDRESS: _____ <input checked="" type="checkbox"/> * TEL NO.: _____ FAX NO.: _____ 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"/> _____ <input checked="" type="checkbox"/> _____ <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.

ITEM NO	ITEM DESCRIPTION	QTY	UI	BRAND / WARRANTY	UNIT PRICE	TOTAL PRICE
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**NOTE TO SUPPLIERS:**

Supplier/s may submit their quotation/s thru:

\*PERSONAL

\*COURIER

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

\*EMAIL DIRECTLY to sbmappmd@gmail.com. (Emails with "cc" or "bcc" will NOT BE ACCEPTED; Quotation/s sent to any other email address will also NOT be considered)

\*Suppliers may observe the opening of bids/quotation/s; kindly confirm schedule with the Technical Section at (047) 252-4503.

\*For Services/Services & Materials with contract price of P500,000.00 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> _____ <input checked="" type="checkbox"/>
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<input checked="" type="checkbox"/> _____ * Signature over printed name      Date      Designation (Authorized Company Personnel)	_____ Signature over printed name      Date (Canvasser)		