

Name of Project: Procurement of Photo, Video Coverage, Photo  
Editing and Printing to be used at Kasalang Bayan 2021  
ABC: P100,000.00

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

Quotation No: \_\_\_\_\_

The Manager

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed not later than December 21, 2021. Late submission shall not be accepted.

**LARRY B. FLORES**

Municipal General Services officer

**IMPORTANT INSTRUCTIONS:**

- DELIVERY PERIOD IS FIFTEEN (15) CALENDAR DAYS**
- WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY**
- PAYMENTS SHALL BE MADE THRU CHEQUE WITHIN FIFTEEN (15) DAYS AFTER THE DELIVERY, AND SHALL BE CLAIMED PERSONALLY AT THE OFFICE OF THE MUNICIPAL TREASURER**
- THE PRICE OFFERED SHALL NOT BE SUBJECT TO ANY INCREASE FOR WHATEVER REASON INCLUDING IN CASES OF DEVALUATION/INFLATION DURING THE ENTIRE DURATION OF THE CONTRACT**
- PRICE SHALL BE INCLUSIVE OF VAT**
- THE QUOTATION SHALL NOT BE CONSIDERED UNLESS IT IS PROPERLY SIGNED BY THE AUTHORIZED REPRESENTATIVE.**
- BIDDER'S MUST SUBMIT THE FF. REQUIREMENTS**
  - VALID AND CURRENT MAYOR'S PERMIT**
  - VALID AND CURRENT PHILGEPS CERTIFICATE**
  - LATEST INCOME/BUSINESS TAX RETURN**
- COMPLETELY FILL OUT THE PRICE QUOTATION FORM, TECHNICAL SPECIFICATION/BRAND (IF APPLICABLE), UNIT/TOTAL PRICE AND SUPPLIER/BIDDER'S INFORMATION. DO NOT FORGET TO SIGN THE PRICE QUOTATION FORM**
- A BIDDER WHO SUBMITS A QUOTATION IS REQUIRED TO DOWNLOAD THIS RFQ FROM THE PHILGEPS WEBSITE BEFORE THE CLOSING DATE FOR INCLUSION IN THE PHILGEPS DOCUMENT REQUEST LIST (DRL).**
- DOWNLOADED QUOTATION MUST BE SUBMITTED THRU FAX, EMAIL OR DIRECTLY TO THE BAC SECRETARIAT ON OR BEFORE THE CLOSING DATE OF BID NOTICE**

Item No.	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
1	Photo/Video Coverage Inclusions: Services on photo and video coverage softcopy of photos and video	1 lot		
2	Photo editing and printing, size: 8" x 11"	100 copies		
3	Photo editing and printing, size: 4" x 6"	280 copies		
			<b>TOTAL-----</b>	

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Tel. No./Cellphone No. E-mail address

\_\_\_\_\_  
PhilGEPS Registration No.

\_\_\_\_\_  
Date