



January 5, 2021  
 APO-RFQ -2021  
 PR 949265

**REQUEST FOR QUOTATION**

Name of Company :  
 Address :  
 Business Permit # :  
 TIN :  
 Philgeps# :

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly representative and copies of your eligibility requirements not later than January 8, 2021.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 2825309 (loc. 235/234) or thru email at [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph)

  
 Ma. Merla D. Escobar  
 Purchasing Manager

After having carefully read and accept the Terms and Conditions, I/we submit our quotation for the item/s as follows:

Service Description	PRICE			Compliance with Annex "A"		DELIVERY DATE
	QTY	Unit	Total	YES	NO	
<b>HAULING AND TRACKING SERVICES</b>  Please see Annex "A" for details	1 Lot			[ ]	[ ]	

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 Signature over Printed Name  
 Contact No.

- Approved Budget shall be PhP 945,300.00 VAT Inclusive.
- Commencement of services shall be done immediately upon receipt of Purchase Order.
- Payment shall be at least 30 calendar days upon receipt of Invoice.

**1. The type and number of items/goods to be transferred are as follows:**

<b>Item</b>	<b>Type</b>	<b>Estimated Quantity</b>
Paper Rolls	Carbonless Paper	162,096.89 kgs.
	Book Paper	54,133.17 kgs.
Sheeted Papers	Book Paper, Bond Paper, Kraft, and other board materials	28,841.49 kgs.
Corrugated Boxes	Assorted box sizes	2,880 kgs.
Inks	Press Inks (assorted colors)	335 kgs.
DepEd Scrap		34,125.40 kgs.
Finished Goods		36,100 kgs.
Others: Old files, steel filing cabinets from different departments of APO, turn over PPE's, and office supplies		51,550 kgs.
Warehouse Equipment	Forklift and Grab Lift, and Weighing Scale Lifter)	13,577 kgs.
		<b>383,638.95 kgs.</b>

**2. Technical Specification of Transport Service Truck:**

**Truck Type:** 10 wheeler wing van  
**Load Capacity:** 12 to 15 tons  
**Dimension:** 32 ft. x 7.8 ft. x 7.8 ft.  
**Volume** (in cubic meter): 55 cbm

**3.**

**Point of Origin:** APO Production Unit, Inc. PIA Bldg. Visayas Avenue, Brgy. Vasra, Diliman, Quezon City\*

**Point of Destination:** Pasig City

\*at least two trucks available per day to do the hauling and transfer.

**4. Service Commencement Date**

Date of Transfer: 11 January 2021