



April 14, 2021
 APO-RFQ-949584

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 April 19, 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. 82825309 (loc. 234/235) or thru email at purchasing@apo.gov.ph

Merla D. Escobar
 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:

Services	PRICE			Compliance with Annexes "A" and "B"		DELIVERY DATE
	QTY	Unit	Total	YES	NO	
FINISHING SERVICES WITH QUALITY ASSURANCE OF VARIOUS ACCOUNTABLE FORMS Please see Annex "A" for the Scope of Work and Annex "B" for the Terms and Conditions. Contract Duration: 26 April 2021 to 26 May 2021	1 LOT			<input type="checkbox"/>	<input type="checkbox"/>	

 Signature over Printed Name
 Contact No.

- Approved Budget shall be Php 995,000.00 inclusive of V.A.T.
- Additional document of Omnibus Sworn Statement shall be submitted for the bid that complying the technical and financial requirements.
- Payment shall be made based on actual quantity completed and upon submission and acceptance of accomplishment report and Certificate of

FINISHING SERVICES OF VARIOUS ACCOUNTABLE FORMSDuration: April 26, 2021 to May 26, 2021
*145/2021***PROJECT: Prov. of Isabela**

SCOPE OF WORK	QUANTITY
Slashing	140,000 pads
Padding	140,000 pads
Revising	140,000 pads
Correction/Inserting	140,000 pads
Putting flyleaf with flyleaf with serial numbers and backing	140,000 pads
Counterchecking	140,000 pads

Prepared by:

**MINA PINUELA***Foreman, SPU Department*

Noted by:


MR. FREDERICK S. TARUN*Manager, Production Division*

Finishing Services of Various Accountable Forms

Duration : April 26 , 2021 to May 26 , 2021

Mina Pinuela

SCOPE OF WORK	TOTAL	UNIT
Slashing	284,000	pads
Padding	284,000	pads
Revision	284,000	pads
Correction/Inseting	284,000	pads
putting flyleaf with fly leaf with serial numbers and backing	284,000	pads
Counterchecking	284,000	pads

Prepared by:

Mina Pinuela

MINA PINUELA

Foreman, SPU Dept.