



Republic of the Philippines  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
**APO PRODUCTION UNIT, INC.**



December 13, 2022  
 APO-RFQ-2212000147

**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 December 16, 2022.

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. 235/234) or thru email at [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph).

  
 FE B. DIMAYUGA  
 Purchasing Manager

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

Item No.	List of Machines	Quantity	Rate/Hour	No. of Hours	Amount	Lease Period	Statement of Compliance
1	4-Color Sheet Fed Press Machine	1 Unit		151		30 days	
2	Laminating Machine	1 Unit		110			
3	Stamping Machine	1 Unit		111.5			
4	Numbering Machine	1 Unit		105.5			
5	Book Binding Machine	1 Unit		127.5			
6	Guillotine Cutter	1 Unit		145.5			

**Note:** Please see Annex "A" for the Machine Technical Specification, Annex "B" for the Terms and Conditions.



APO PRODUCTION UNIT, INC. is an ISO 9005:2015 registered company with certification no. PH1379.



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Signature over Printed Name  
Contact Number

- Approved budget shall be PhP 986,050.00
- Additional document of Notarized Omnibus Sworn Statement shall be submitted prior to awarding
- Payment shall be based on the Total Number of Accumulated Used of Machines and Equipment, subject to the submission of the following documents: (i) Work Order, (ii) Delivery Receipt with Inspection, (iii) Billing Statement/Billing Invoice, (iv) Summary of Machine Utilization Report, and (v) all other required documents based on existing accounting and auditing laws, rules and regulations.



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