Republic of the Philippines OVERSEAS WORKERS WELFARE ADMINISTRATION OWWA Center Bldg., F.B. Harrison St., Cor. 7th St., Pasay City Tel# 833-0113 Telefax# 833-1010

> P.R. No. 2024-09-0105 DATE: 23-Sep-24

REQUEST FOR QUOTATION / PROPOSAL

COMPANY NAME:

ADDRESS OF COMPANY:

To whom it may concern:

Please quote your lowest price/s (taxes included) on the lot or item/s below, subject to the General Conditions indicated herein, stating the shortest time of delivery and submit your quotation using your company letterhead or this form duly signed by your official representative to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City not later than 30 September 2024 @ 19.00 a.m.

Engr. GERARDO S. GATCHALIAN

SAO, PPMD

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OJECT TITLE/NAME: Proposal for the Supply and Delivery of Various OWWA Tokens and Giveaways				DEALER'S/SUPPLIER'S OFFER		
SPECIFICATIONS	QTY	UNIT	BL	DGET PER	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive
Supply and Delivery of Various OWWA Tokens and Giveaways						
Planner with OWWA Logo Print	500	pcs	P	150,000.00		
Luggage Tag with OWWA Logo Print	330	pcs	P	33,000.00		
Umbrella with OWWA Logo Print	500	pcs	P	140,000.00		
Foldable Bag with OWWA Logo Print	485	pcs	P	121,250.00		
Katya Bag with OWWA Logo Print	485	pcs	P	72,750.00		
Luggage Cover with OWWA Logo Print	320	sets	P	432,000.00		
	1000	pcs	P	15,000.00		
Ribbon with OWWA Logo Print	60	rolls	P	36,000.00		
(Please see attached Technical Specifications)			-			
Additional Documentary Requirements must be submitted upon submission of offer:						
1. PhilGEPS Certificate or PhilGEPS Registration Number			-			
2. Valid Mayor's / Business Permit			-			
3. Latest Income / Business Tax Return			-			
Please take note that the Omnibus Sworn Statement shall be submitted within 5 days upon acceptance of Notice of Award.						
Note: Bidders may also submit their bid proposal and supporting documents through email address: <u>procurement@owwa.gov.ph</u>						
ust be propervitten / if handwritten, it must be clear and legible; must submit certificate of PHILGEPS Registration; must submit necessary business permits (SEC, LGU, DTI, CDA, etc.); tion can be submitted through the following means: a) in a SEALED ENI ildider's Company Name HILGEPS Reference No. troject Title/Name R No. Subvered must have warranties for unit replacements, parts, labor or other prices must be inclusive of taxes and shall not exceed the Approved Bud //Buditations submitted without signature of the authorized signatory shall //Bid modifications submitted beyond the scheduled deadline shall not be ced submitted on the deadline shall be considered as final and unalter and discritionary/non-discriminatory selection criteria as tie-breaking met Parts and the selection content as the breaking met	services; get for the C not be accep considered; ble; thod in case	ontract (ABC ited; of two or mo); re bidde	rs determined ar	nd declared as the L	.owest Calculate
WA reserves the right to accept or reject any bid, to annul the bidding p e affected bidder or bidders.	rocess, and	to reject at a	ny time	prior to contract a	award, without there	eby incurring any
	S P E C I F I C A T I O N S Supply and Delivery of Various OWWA Tokens and Giveaways Planner with OWWA Logo Print Lugagae Tag with OWWA Logo Print Umbrella with OWWA Logo Print Foldable Bag with OWWA Logo Print Katya Bag with OWWA Logo Print Luggage Cover with OWWA Logo Print Gift Wrapper with OWWA Logo Print (Please See attached Technical Specifications) (Please see attached Technical Specifications) Additional Documentary Requirements must be submitted upon submission of offer: 1. PhilGEPS Certificate or PhilGEPS Registration Number 2. Valid Mayor's / Business Tax Return Please take note that the Omnibus Sworn Statement shall be submitted within 5 days upon acceptance of Notice of Award. Note: Bidders may also submit their bid proposal and supporting documents through email address: procurement@cwwa.gov.ph CONDITIONS Tust be typewritten / if handwritten, it must be clear and legible; must submit encessary business permit S(SC, LGU, DTI, CDA, etc.); tion can be submitted through the following means: a) in a SEALED EW idder's Company Name HILGEPS Reference No. broject Title/Name R No. Striget Title/Name K No. Striget	SPECIFICATIONS QTY Supply and Delivery of Various OWWA Tokens and Giveaways	SPECIFICATIONS QTY UNIT Supply and Delivery of Various OWWA Tokens and Giveaways	SPECIFICATIONS QTY UNIT Built Built Supply and Delivery of Various OWWA Tokens and Giveaways	S P E C I F I C A T I O N S QTY UNIT APPROVED BUDGET PER LINE ITEM (ABC) Supply and Delivery of Various OWWA Tokens and Giveaways 500 pcs P 150,000.00 Luggage Tag with OWWA Logo Print 500 pcs P 150,000.00 Umbrella with OWWA Logo Print 330 pcs P 33,000.00 Combrella with OWWA Logo Print 485 pcs P 121,250.00 Foldable Bag with OWWA Logo Print 485 pcs P 12,250.00 Katya Bag with OWWA Logo Print 1000 pcs P 15,000.00 Iuggage Cover with OWWA Logo Print 1000 pcs P 15,000.00 Gift Wrapper with OWWA Logo Print 1000 pcs P 15,000.00 (Please see attached Technical Specifications)	In Loninnic Tropologies and opproved and any provide and provide and proved and

DELIVERY: 3-4 weeks uppon approval of final layout

TERMS OF PAYMENT: Government Terms

PRICE VALIDITY: 60 days from date of quotation/proposal

Company Name

Print Name and Signature of Authorized Representative

Designation

Company Tel./Fax/Mobile No.

Date

ITEM DESCRIPTION	QTY	BUDGET @Php300.00 Total: Php150,000.00	
I.) PLANNER hard bound cover, PU leather dimensions: 5.5" x 8.3" (width x height) paper texture: smooth number of pages: 100 (lined pages) with pen with 1 side color print	500 pcs		
2.) LUGGAGE TAG dimension: 2 1/4" X 4 1/4" (approx.) material: plastic/acrylic with 1 side color print	330 pcs	@Php100.00 Total: Php33,000.00	
3.) UMBRELLA (AUTOMATIC) 23 inches foldable umbrella material: ordinary number of folds: 2 folds with 1 side color print	500 pcs	@Php280.00 Total: Php140,000.00	
 4.) FOLDABLE BAG Canvas Bag with button and shoulder strap size: 16" x 5" x 12" (LxWxH) Material: Katya/Canvas 1000 Bag closure: snap button Shoulder Strap: 25" Color: Black Print: DTF OWWA Logo/design 2.5inches in diameter x 10inches 	485 pcs	@Php250.00 Total: Php121,250.00	

5.) KATYA BAG	485 pcs	@Php150.00
- size: 10" x 12" x 4" - with 1 side color print		Total: Php72,750.00
6.) LUGGAGE COVER	320 Sets	@Php1,350.00
- different sizes - Medium size: 65-70 cm (H) / volume: 50-80 L (estimated)	Sets	Total:
- Large size: 75-79 cm (H) / volume: 80-100 L (estimated) - XLarge size: 80-85 cm (H) / volume: 120-140 L (estimated) - with 1 side color print	(3 sizes/set)	Php432,000.00
7.) GIFT WRAP WITH OWWA LOGO PRINT	1,000 pcs	@Php15.00
size: 18" x 24" material: kraft paper print: one (1) full color		Total: Php15,000.00
8.) RIBBON WITH OWWA LOGO PRINT	60 rolls	@Php600.00
Size: 1 inch (25mm), 40 meters Material: Satin Single Face Ribbon print: one (1) full color, gold & white Color: Blue and Red Ribbon	(15 rolls per color/print)	Total: Php36,000.00
Other	WWA <	
15 rolls – Blue Ribbon with White print 15 rolls – Red Ribbon with White print	OWWA <	
	TOTAL	Php 1,000,000.00

: 3-4 weeks upon approval of final layout

Terms of Payment : Government Terms

Delivery Period

Mode of Procurement : Small Value Procurement



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