



Republic of the Philippines Department of Migrant Workers

OVERSEAS WORKERS WELFARE ADMINISTRATION Regional Welfare Office - MIMAROPA

8th Floor - Marc 2000 Tower, 1973 Taft Avenue Corner San Andres, Malate, Manila Tel. No.: (02) 8353-9016 | (02) 8353-8986 | Email: region4b@owwa.gov.ph

P.R. No.: 2025-05-0104 Date: 2 3 MAY 2025

Date

REQUEST FOR QUOTATION | PROPOSAL

	NY ADDRESS:					
To whom	n it may concern:					
herein, signed by	uote your lowest price/s (taxes included) on the lotating the shortest time of delivery and submit your official representative to Overseas Workers 973 Taft Avenue Corner San Andres, Malate, Man LOURISSE V. DULFO Supply Officer (Designate)	ur quotations Welfare A	on using yo Administrati	ur company letterhe ion - MIMAROPA, 8th y 28, 2025 @ 5:00 pr GERALD "D	ad or this for Floor - Ma	orm duly arc 2000
PROJECT ITEM NO.	SPECIFICATIONS	OOR PRIZE	S FOR THE	APPROVED BUDGET FOR CONTRACT	UNIT COST	TOTAL COST
1	Tarpaulin 5x7 & Standee 2x5	2	Piece	₱6,000.00		
2	Tote bag & Magic mug with printed logo	120	Piece	₱36,000.00		
XXXXXX	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	ing Follows		(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	(XXXXXXXXXXX	CXXXXXXXX
				I		
Terms of	Date: Must be deliver on or before June 6, 2025. Payment: N/30 dity: Sixty (60) Days from Qoutation Proposal da	te.				
Additional Documentary Requirements: 1. Updated Philgeps Certificate or Registration Number 2. Valid Mayor's Business Permit		Company Name				
 Latest BIR Registration Omnibus Sworn Statement - Submitted within five days upon acceptance of NOA (Notice of Award) 		Signature over Printed Name				
	_	Authorized Representative				
			De	esignation		
Note: Bidders may also submit their bid proposal and supporting documents through email address:		Company Tel. Fax Mobile No.				





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GENERAL CONDITIONS:

- 1. Entries must be typewritten | if handwritten, it must be clear and legible;
- Bidders must submit certificate of PHILGEPS Registration;
- 3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
- 4. All quotation can be submitted through the following means: a) in a SEALED ENVELOPE, or b) thru ELECTRONIC MAIL, or
- c) FACSIMILE. Label the envelope with the following:
 - a. Bidder's Company Name
 - b. PHILGEPS Reference No.
 - c. Project Title | Name
 - d. PR No.
- 5. Item(s) delivered must have warranties for unit replacements, parts, labor or other services;
- 6. Quoted prices must be inclusive of taxes and shall not exceed the Approved Budget for the Contract (ABC);
- 7. Proposal | Quotation submitted without signature of the authorized signatory shall not be accepted;
- 8. Proposal I Bid modifications submitted beyond the scheduled deadline shall not be considered;
- 9. Price quoted | submitted on the deadline shall be considered as final and unalterable;
- 10. Use of non-discretionary | non-discriminatory selection criteria as tie-breaking method in case of two or more bidders determined and declared as the Lowest Calculated and Responsive Bidder (LCRB) in accordance with GPPB Circular No. 06-2005:
- 11. The OWWA reserves the right to accept or reject any bid, to annul the bidding process, and to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.